(ANNUAL)

BOARD PAPERS (2013-2021)

COMPUTER 11th

Sahiwal Board	Multan Board	Bahawalpur Board
D.G Khan Board	Faisalabad Board	Sargodha Board
Lahore Board	Rawalpindi Board	Gujranwala Board

Composed By:

OBJECTIVES (MCQ'S) OF CHAPTER-1
IN ALL PUNJAB BOARDS 2011-2021

1. 'Which of the following is the largest unit of data?
(a)Bit (b) Nibble (c) Byte (d) Word

2. The speed of laser printer is measured in:
(a)Characters per second (b) Words per second
(c) Pages per minute (d) Lines per minute

3. SVGA resolution is:
(a) 640 x 480 (b) 640 x 400 (c) 800 x 600 (d) 1024x 768

4. A Kilo Byte is exactly: (3 Times)
(a) 1 Bytes (b) 100 Bytes (c) 256 Bytes (d) 1024 Bytes

5. A set of instructions that run the Computer are: (2 times 2018)
(a)Hardware (b) Document (c) CPU (d) Software

6. LCD stands for:
(a)Liquid Crystal Display (b) Linear Crystal Display
(c) Layered Crystal Display (d) Long Crystal Display

7. A bit can represent how many different values?
(a)0 (b) 1 (c) 2 (d) 3

8. Which of the following key is used to cancel an operation?
(a)Arrow (b) Caps Lock (c) Num Lock (d) Esc

9. Which of the following is the first phase of SDLC?
(a) Design (b) Coding
(c) Preliminary Investigation (d) Analysis

10. Which of the following is not a pointing device:
(a) Joystick (b) Light pen (c) Track ball (d) Scanner

11. The circuit board that connects the monitor to computer is called:
(a)Video Adapter (b) Monitor Link (c) Digital cable (d) Monitor Adaptor

12. Ink-jet printer is an example of:
(a)Laser printer (b) Impact printer (c) COM printer (d)Non-impact printer

13. A device used for optical-character recognition is a:
(a) Wand reader (b) Cursor (c) Pen (d) MICR reader

14. BIT stands for:
(a) Binary integer (b) Binary digit (c) Binary interval (d) None of these

15. Which of the following is not considered to be peripheral device?
(a)Disk drive (b) Keyboard (c) Monitor (d) CPU

16. MICR stands for: (2 Times)
(a)Magic Ink character reader (b) Magnetic ink code reader
(c) Magnetic ink character recorder (d) Magnetic ink character recognition

17. The smallest unit of information in the computer is:
(a) Bit (b) Byte (c) Word (d) Character

18. _____ key removes the character from the left side of cursor:
(a) Esc (b) Alt (c) Delete (d) Backspace

19. An input device, which is used for playing computer games: (4 Times)
(a)Light pen (b) Mouse (c) Joy stick (d) Scanner

20. The smallest unit of memory is: (4 Times)
(a)Byte (b) Bit (c) Character (d) Word

21. _____ is not an output device. (4 Times) 2018
(a)Speaker (b) Printer (c) Scanner (d) Plotter

22. A bar code system is also known as:
(a)Vertical lines (b) Horizontal lines (c) Straight lines (d) UPC

23. The electronic circuits of computer system are called:
(a)Software (b) Hardware (c) Firmware (d) Shareware

24. _____ method is not used in data gathering technique.
(a)Sampling (b) Interviews (c) Questionnaires (d) Testing

2016

25. Testing all programs together is called: (2 Times)
(a) Volume (b) program testing (c) system testing (d) composite testing
26. Which one is storage device?
(a)Magnetic tape (b) Printer (c) Keyboard (d) Camera
27. Hardware is best described as: (2 Times)
(a)physical parts (b) printed copy file (c) a program (d) logical part
28. Step by step instructions that run the computer are called:
(a) Hardware (b) documents (c) calculating (d) software
29. _____ is hard copy output device. (2 Times)
(a) printer (b) monitor (c) LCD (d) speaker
30. Testing of a program components is called:
(a) pilot testing (b) Isolation (c) system testing (d) unit testing
31. Which of the following is not input device?
(a)scanner (b) light pen (c) mouse (d) plotter
32. The software that is designed and developed for particular customer is called:
(a) packages (b) shareware (c) system software (d)customized
33. Information technology is a combination of:
(a) computing and mechanical technology (b) computing and electrical technology
(c) computing and mechatronics technology (d) computing and communication technology

2017

34. Which of the following is faster printer?
(a) laser (b) Inkjet (c) Dot.matrix (d) Daisy
35. A collection of raw fact and figure is called: (2 Times)
(a) data (b) Information (c) Processing (d) prcedure
36. Types of printers are:
(a) 2 (b) 3 (c) 4 (d) 5
37. Which software is used to solve everyday personal or business tasks.
(a) Operating system (b) System software
(c)Application software (d) None of these
38. Which is also called secondary storage:
(a) RAM (b) ROM (c)HARD DISK (d) Primary storage
39. The dots that compose the image of a digital photograph are called:
(a) Dot matrix (b) Resolution points (c)Pixels (d) Digital points
40. The individual images that makeup a video are called:
(a)Frames (b) Pixels (c) Dots (d) Digits
41. 3 bytes is equal to:
(a) 16 bits (b) 20 bits (c)24 bits (d) 30 bits
42. Plotters are of:
(a)Two types (b) three types (c) four types (d) five types
43. Which of the following is an output device?
(a) Scanner (b) mouse (c) plotter (d)mlight pen

2018

44. Testing all program components together in SDLC is called
(a) group testing (b) volume testing (c) system testing (d) composite testing
45. The keyboard layout that is most commonly used is the 2 times
(a) QWERTY (b) devork (c) splitter (d) inriter

46. How many bits are there in 4-bytes?
(a) 8 (b) 16 (c) 32 (d) 64

47. Data processing is also known as:
(a) knowledge (b) computing (c) procedure (d) merging

48. XGA resolution is:
(a) 640 x 480 (b) 640 x 580 (c) 640 x 860 (d) 1024 x 768

49. Data shown on display unit or played through audio is called:
(a) hard copy (b) soft copy (c) shared copy (d) photocopy

50. Printed images can be converted into digital form using:
(a) stylus (b) mouse (c) scanner (d) joystick

51. Another word for pointer is:
(a) Monochrome (b) pixel (c) cursor (d) director

52. Which technology is used to read data on cheques? (2 Times)
(a) OMR (b) OCR (c) CAT (d) MICR

2019

53. The name for screen clarity is:
(a) Pixel (b) Resolution (c) Density (d) Picture quality

54. Dots per inch is used for printer:
(a) Speed (b) Price (c) Image Quality (d) Weight

55. Which of the following is not an example of system software?
(a) Operating system (b) Drivers (c) MS-Word (d) Utility program

56. A mobile SIM and ATM cards are example of:
(a) Video card (b) OMR card (c) Smart card (d) Strip card

57. Which is a type of plotter?
(a) Daisy wheel (b) Dot matrix (c) Drum (d) Line

58. Arrow keys are also called:
(a) Toggle keys (b) Function keys (c) Modifier keys (d) Cursor control keys

59. Which operation is not performed by computer?
(a) Inputting (b) Processing (c) Controlling (d) Understanding

60. Which of the following device can read the printed image from the paper?
(a) plotter (b) stylus (c) scanner (d) printer

61. The hardware component that permanently holds data and programs is called:
(a) primary storage (b) secondary storage (c) temporary storage (d) C.P.U

62. Caps Lock is a:
(a) Toggle Key (b) Window Key (c) Modifier Key (d) Cursor Control Key

63. The data and program are stored permanently on the:
(a) RAM (b) Secondary storage (c) CPU (d) Primary Storage

ANSWER KEY

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
D	C	C	D	D	A	C	D	C	D	A	D	D	B	D
16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
D	A	D	C	B	C	D	B	D	C	A	A	D	A	D
31	32	33	34	35	36	37	38	39	40	41	42	43	44	45
D	D	D	A	A	A	C	C	C	A	C	A	C	C	B
46	47	48	49	50	51	52	53	54	55	56	57	58	59	60
C	B	D	B	C	C	D	B	C	C	C	C	D	D	C
61	62	63												
B	A	B												

IN ALL PUNJAB BOARDS 2011-2021

1. What is bar code? / How barcode reader works? (4 Times) 2017

Ans: A bar code (often seen as a single word, barcode) is the small image of lines (bars) and spaces that is affixed to retail store items and identificati cards. Vertical lines of different width contain information about produ information or person information.

2. Define OCR. Or What is the use of OCR? (2 Times) 2017

Ans: Optical character recognition, usually abbreviated to OCR, is the *mechanical* electronic conversion of scanned or photographed images of typewritten printed text into machine-encoded/computer –readable text. It is widely used a form of data entry from some sort of original paper data source, whethe passport documents, invoices, bank statement, receipts, business card, mail, any number of printed records.

3. Convert 60GB of memory into words.

Ans. Number of bytes in one GB = 2^{30}

Number of bytes in 60GB = 60×2^{30}

Number of words in 4 bytes = 1 W

Number of words in 60 GB = $60/4 \times 2^{30}$ = 15×2^{30} words

4. List the different tools and methods in Data Gathering technique. (2 Times)

Ans. Data gathering techniques are used to collect detailed information about th system. These tools and methods are as follows:

i) Written documents ii) Interviewing

iii) Questionnaires iv) Observations v) sampling

5. Define Plotter. (3 Times)

Ans. A plotter is used to produce high-quality graphics in many colors and used fo specialized applications i.e. architectural drawings, maps, graphs, and charts Plotters are of two basic kinds: (i) Flatbed plotter (ii) Drum plotter.

6. Define input.

Ans. The data and instructions given to computer to perform a specific task is calle input. Input is given to computer with input devices.

7. Define Mouse. / State the basics use of mouse (2 Times) 2018

Ans. A mouse is an input device. It is used to control the cursor or pointer on th screen and to give commands to the computer. The mouse also has two or thre buttons on its top. These buttons are used to perform different tasks. It is mostl used in graphic applications.

8. Differentiate between data and information. (3 Times)2017

Ans. **Data:-**Data is raw, unorganized facts that need to be processed. Data can b something simple and seemingly random-and useless until it is organized.

Information :-When data is processed, organized, structured or presented in given context so as to make it useful, it is called information.

Example

Each student's test score is one piece of data. The average score of a class or o the entire school is information that can be derived from the given data.

9. What is joystick?

Ans. It is also a pointing device. It consists of a vertical handle like a gearshift lever mounted on a base and with one or two buttons. The vertical handle i used to control the movement of pointer on the screen. The joystick is basicall used to play video games. It is also used in some computer-aided design (CAD systems.

10. What is information Technology? (11 Times) 2017

Ans. Information technology is the technology that merges computing with high speed communication links to spread information from one place to anothe

11.
Ans.

12.
Ans.

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Ans.

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Ans.

21.
Ans.

The interconnection of computers enables people to send and receive information. The world has become a global village due to information technology.

11. Define utility program. **(3 Times) 2017**

Ans. Utility software is system software designed to help analyze, configure, optimize or maintain a computer. Utility software usually focuses on how the computer infrastructure (including the computer hardware, operating system, software and data storage) operates.

12. What is unit testing?

Ans. It is also called modular testing where individual modules, programs can be tested using test (sample) data.

13. Define a computer. **(4 Times)**

Ans. A computer is a machine that can be programmed to accept data, process it into useful information and store it in a secondary storage device for later use.

14. What is application software? **(2 Times)**

Ans. Application software is the software that has been developed to solve a specific problem of user, is called application software. It is also known as software package.

15. Write any two advantages of digital camera. **(3 Times) 2017**

Ans.
i) Digital camera does not require any film processing.
ii) The picture taken with a digital camera can be transferred to a computer system.
iii) Digital cameras allow the user to edit the images.

16. Define touch pad. / Describe touch pad. OR How does touch pad work? **(4 Times) 2018**

Ans. A touch pad is a small, flat surface over which the user moves his finger. The movement of the finger moves the cursor on the screen. These buttons work like mouse buttons. It is also known as track pad. A touch pad also has one or more buttons near it. Touch pads are now common on the portable computers (laptops).

17. What is computer hardware? **(2 times)**

Ans. The physical parts of a computer are known as computer hardware. Hardware can be seen and touch. For Example Keyboard, mouse, CPU. printer, monitor, hard drive, RAM and ROM are examples of hardware components.

18. What is Bar-code-reader? **(2 Times)**

Ans. A device that is used to read the bar-code is called Barcode reader.

19. Define MICR.

Ans. It is a method of machine-reading characters made of magnetized particles. MICR characters, which are printed with magnetized ink, are read by MICR equipment, producing a digitized signal, which goes to the computer as data for further processing.

20. How is hardware different from software? **(3 Times) 2017**

Ans. **Software:-**Computer Software is a set of instructions that tells the computer what to do. Software is also called program. Software is the non-physical parts of the computer. Computer hardware do nothing without software.

Hardware:-Hardware is the physical parts of the computer. All the components or devices are called the hardware. Hardware are the devices which are combined to make a computer. The hardware do nothing without software. Because all the instructions are given by the software to hardware what to do. Key board and mouse are examples of hardware.

21. Define data. **(3 times 2018)**

Ans. **Data:-**Data is raw, un-organized facts and figures that need to be processed. Data can be something simple and seemingly random-and useless until it is organized.

22. Write the characteristics of keyboard.

Ans. The keyboard is an input device that contains keys you press to enter data into a computer. Desktop computer keyboards usually have from 101 to 104 keys, while keyboards for smaller computers contain fewer keys. All keyboards have a typing area used to type letters of the alphabets, numbers, punctuation marks, and other basic characters.

23. Define screen resolution. or Why resolution is important for display screen. **(3 Times) 2018**

Ans. All the characters and images on a monitor are made up of dot patterns, the number of dots, or pixels per inch determines resolution, or the sharpness of the image. A higher number of pixels mean a sharper image.

24. What is the difference between bit and byte? **(2 Times) 2017**

Ans. Bit: The binary number 1 or 0 is called a bit. (For binary digit), which is the basic unit for storing data in the computer memory.

Byte: A byte is a combination of 8 bits that can store a single character of data (a letter, numeral or special character). The capacity of the memory or the storage is expressed in terms of number of bytes it can hold or store.

25. Define input devices. **(3 Times) 2017**

Ans. Input devices are used for entering the data and information into the computer. Input devices help us to send data or instructions into the computer. Sometimes, the data is entered directly to the computer and sometimes indirectly i.e key board or mouse.

26. Differentiate between hypermedia and multimedia.

Ans. Multimedia is a collection of graphics, animation, audio and video presented by computer. Hypermedia is a process of creating links to files that contain photographs, audio, video and text etc.

27. Define track ball. How it works **(4 Times) 2017**

Ans. A track ball is also a pointing input device. The track ball is a moveable ball, on top of a stationary device, that is rotated with fingers or palm of the hand. It has buttons similar to those on mouse. The body of the track ball is not moved. The position of the cursor on the screen is controlled by rotating the ball.

28. Define system software. **(6 Times) 2018**

Ans. System software is used to control the usage and allocation of different hardware components and enables the other application program to execute. For example:

- Operating systems
- Utility programs (backup/restore)
- Drivers

29. Write the use of stylus.

Ans. A stylus is a pen-like device with which the user "sketches" an image. It is used for graphical applications. Architects, artists and designers use it to create drawings and sketches.

30. Define SVGA.

Ans: Super video graphics array, support 256 colors at higher resolution than VGA .It has two graphics modes: 800 x 600 pixels and 1024 x 768 pixels. It is called 8-bit color.

31. List some component of computer. **(2 times)**

Ans: The major components of computer are input devices, output devices, processor and storage devices.

32. What is gas plasma display?

Ans: This type of display screen is similar to neon bulb. The display uses a gas that emits light in the presence of the electric current. It is more expensive technology. It is not commonly used.

33. Define smart card.

Ans: Smart card is similar to credit card or ATM. It contains microprocessors and memory chip that is embedded in the card. The card is inserted into specialized card reader. The card reader can read and update the contents. Mobile SIM is the example of the smart card.

34. What do you mean by Implementation?

Ans: Implementation consists of installing the hardware, software's and files. A system can be implemented after it has been tested. It is also called system conversion. It can be performed any of the following ways.

Direct Implementation
Parallel Implementation
Phased Implementation
Pilot Implementation

35. Convert 220 MB of memory into bytes.

Ans: 1 MB consists of 1024KB
220 MB consist KBs= 220* 1024= 225280 KB
1 KB = 1024 bits so 225280 * 1024=230686720 bits.
8 bits = 1 byte so 230686720/8= 28835840 bytes

36. Identify two alternatives to a Mouse. (2 times 2018)

Ans: Two alternatives of mouse are track ball and touch pad.

37. What is the use of Ctrl key?

Ans: Control key is pressed in the combination of the other keys to execute commands. For example ctrl+O is used to open a new file.

38. Which features distinguish one type of display screen from other? (Write name)

Ans: Size, color, resolution, video display adapters.

39. Write two applications of Information technology.

Ans: E-commerce: It is a process of performing business over the Internet.
Computer animation: It is a process to create moving images using computers.

40. What is the purpose of function keys on keyboard? (2 times)

Ans: Function keys from F1 to F12 are used to performed special functions. Their functions depend upon the software being used in the computer.

41. Name four commonly used source data entry devices.

Ans: keyboard, mouse, barcode reader, scanner, microphone etc are the source data entry devices.

42. Define Maintenance Phase. OR Write any four input devices? (2 times)

Ans: It is a process of checking the working of the system. It is very important to ensure the system is fulfilling the objectives. Some measures may be taken to improve the system. Following are the activities in this phase:

Correcting the problems in the system
Updating the system to fulfill new requirements
Improving the working of the system.

43. Describe relationship between Hardware and Software. (3 Times) 2017

Ans: Software is the set of instructions given to the hardware what to do. The hardware cannot perform any task without software. The software cannot be executed without hardware. A computer can be useful only when hardware and software are combined.

44. Define Digital Convergence. 2 times 2018

Ans: Digital convergence means that various industries have merged electronically to exchange information. This merge is very important in modern world. The information can be transferred in any form like text, photos, audio and video.

45. What is the purpose of System Analysis?

Ans: In this analysis, the current system is studied in detail to find out how it works and how to improve it. The analyst conducts the following activities:

- Need analysis
- Data gathering
- Data analysis
- Analysis report

46. What is a printer?

Ans: A printer is an output device that prints characters, symbols, and graphics on paper. The printed output is called hard copy. The print resolution is measured in dot per inch (dpi). The printers with higher dpi produce higher quality output.

2017

47. What do you know about pen based system? (2 times 2018)

Ans: pen based system is used in graphical applications. It uses pressure to write text and draw lines. This system uses handwriting recognition software. The software translates handwritten character into usable data.

48. Define system development life cycle?

Ans: A set of steps that are required to develop a system is called system development life cycle. Its phases are primary investigation, system analysis, system design, system coding, and system testing and system implementation.

49. Differentiate between hard copy and softcopy? (3 times)

Ans: **hard copy:** A printed form of electronic file is called hard copy. Printer is used in making hard copy.

Softcopy: The electronic file or a document that is saved in the computer System and could easily updated is called Softcopy.

50. Write briefly direct conversion?

Ans: In this type of conversion old system is completely replaced by new system. It is a risky conversion. It may be used when time is very short.

51. What is light pen?

Ans: A light pen is hand held pointing device. It looks like a pen. It is connected by a wire to the computer. The pen sends information to the computer when user touches the pen or specific areas of a specially designed screen. Light pen is used by engineer and graphic designers etc.

52. What is logical design of a system?

Ans: logical design describes the functional capabilities of the new system. It reviews the system requirement and considers the major system component. Physical design describes how the proposed system will deliver the capabilities specified in logical design

53. Why it is important to test a program before using?

Ans: Complete testing of the system is very important. A system must be tested to detect and remove the error. The system is tested by giving sample data.

54. Write the purpose of CPU? (3 times 2018)

Ans: The purpose of CPU is to perform the processing action of the computer. This includes arithmetic and logical operations. It is also called the brain of the computer.

2018

55. How does mouse work? (2 times 2018)

Ans: Mouse is moved on a flat surface to control the movement of cursor on a screen. A mouse usually has two or three buttons. These buttons are used to perform different tasks. It contains small ball at the bottom. The movement of cursor depends on the movement of ball.

56. What is UPC?

Ans: UPC stands for Universal Product Code. It is a barcode system that is mostly found on manufactured products in the market. It identifies the product and the manufacturer.

57. Why is it important to test a system before use?

Ans: Complete testing of the system is very important. A system must be tested to detect and remove errors in it. The system is tested by giving sample data.

58. What is preliminary plan? What is its use?

Ans: Preliminary plan consists of all findings in written form for approval. It is also called feasibility report. It is normally submitted to the top managers of the organization. They may accept, modify or reject the report.

59. How does a pointing stick work?

Ans: Pointing stick is a pressure-sensitive device. It is similar to a pencil eraser and exists between keys on the keyboard. The pointer on the screen moves when the

user pushes the pointing stick. Pointing stick is normally used with notebook computers.

60. Why we need training of users for a new system? OR Why user training is important in SDLC. (2 times)

Ans: The training of users is very important to run the new system successfully. The user must be trained properly to use the new system effectively. The users may also need manuals and reference information. Computer-based training (CBT) is popular for training the users.

61. Why interviewing are conducted?

Ans: Interview is used to get information from managers and users by discussing the problems. The analyst asks questions to understand the problems in any system. The questions asked in interview must be simple and relevant.

2019

62. Differentiate between direct and indirect input?

Ans: In direct input, data goes directly to the computer from the source. For example, speech is directly entered into computer through microphone.
In indirect input, some intermediate handling is required. Data entered through keyboard and mouse are indirect inputs.

63. What is OMR device?

Ans: OMR stands for **Optical Mark Recognition**. It is also called mark sensing device. These devices use light beam to read data. An OMR device detects marks such as circles and rectangles on specially printed form. It is often used in multiple choice test such as SAT and GRE.

64. What is the use of FAX machine?

Ans: FAX machine transmits and receives documents over telephone line. The document may contain text, images or hand-written contents. FAX machine scans document. It converts it into digital form and then transmits.

65. Give two examples of Application Software?

Ans: Following are two examples of application software

i) Word processor such as MS Word
ii) Database software such as MS Access and Oracle
iii) Spreadsheet such as MS Excel and Lotus 123
iv) A software developed for a particular university

66. State the relationship between pixel and resolution of monitor?

Ans: Resolution is very important for display screen. All characters and images on the display screen are made of pixels or dots. Pixel stands for picture element. Resolution is the number of pixels or dots that form images on the screen. A high number of pixels means sharper image.

67. Write down different components of an Information System?

Ans: An information system is essentially made up of five components **Hardware, Software, Database, Network** and **People**. These five components integrate to perform input, process, output, feedback and control.

68. List four basic units of data storage?

Ans: Basic units of data storage are **bit, byte, Kilobyte, megabyte, gigabyte** and **terabyte**.

69. Why does application software need operating system?

Ans: Application software uses operating system in order to function. The operating system is the base software. The application software runs on top of the operating system software.

70. Enlist any four phases of SDLC?

Ans: The phases of SDLC are **Preliminary investigation, System analysis, System design, Coding, Testing** and **System implementation**.

71. What is Video Display Adapter?

Ans: A Video Display Adapter must be attached to the computer to display graphics. It is also called Video Graphics Card. It is a circuit board that determines Screen Resolution, the number of bits used to store color information about each pixel called bit depth, total number of colors used to display images and speed with which images appears on the display screen.

72. Give three examples of system software?

Ans: Three examples of system software include Operating system, Utility programs and Device drivers.

73. How does OCR read characters?

Ans: OCR read printed characters in particular font and converts them into digital code. Most OCR devices use a small optical scanner to read characters. OCR characters appear on utility bills and price tags in departmental stores.

74. How daisy wheel printer works?

Ans: This printer uses print wheel called daisy wheel. Each petal of daisy wheel contains character. A motor rotates the wheel and hammer strikes a petal against the ink ribbon when the desired character reaches the position on the paper. This prints character on the paper.

75. What is system testing in SDLC?

Ans: Complete testing of the system is very important. A system must be tested to detect and remove errors in it. In system testing phase, all modules or units are combined to make a complete system. The complete system is then tested as a whole.

76. What is digital camera?

Ans: Digital camera is an input device that takes pictures and store them as digital images. Digital camera stored captured images on storage in the camera or on some type of memory card. Many digital cameras allow the user to edit the image.

77. What is the working of FAX modem?

Ans: It is a circuit board inside the system unit. Fax modem allow data to be transferred over a telephone line by converting analog signals to a digital signal. It can send and receive information to and from another computer. It can also send information to a fax machine.

78. How does scanning devices work?

Ans: Scanning devices are used to read text or captures images from photographic prints, posters, magazine pages, and similar sources and translate it in digital form and store it in computer.
The information is stored in the form of image. Scanning devices come in hand-held, feed-in, and flatbed types and for scanning black-and-white only, or color.

LONG QUESTIONS OF CHAPTER-1
IN ALL PUNJAB BOARDS 2011-2021

1. Define pointing device. Explain any three pointing devices in detail **(2 times)**
2. What is Display Screen? Explain two types of Display Screen. (4 Times)
3. What is Non-Impact printer? Discuss its three different types. (7 Times)
4. What is software? Describe in detail different categories / types of software. (7 times)
5. What is Impact Printer? Explain any two impact printers. Discuss dot-matrix printer and daisy wheel printer. (5 Times)
6. What are source data-entry devices? Explain following four data entry devices
   i. Barcode Reader ii. MICR iii. Smart Card iv. Digital camera
7. What are mark and character recognition devices? Describe any three in detail.
8. What is computer? Discuss any three primary components of a computer system (4 times)

MCQ's OF CHAPTER-2
IN ALL PUNJAB BOARDS 2011-2021

1. DNS stands for:
(a)Decimal number system (b) Decimal Numeric System
(c) Dual number system (d) Domain Name System

2. The bottom layer of OSI Model is: (3 Times)
(a) Application (b) Physical (c) Transport (d) Presentation

3. ISDN stands for:
(a) Internet Service Digital Network (b) Internet Service Net
(c) Integrated Service Digital Network (d) Internet Service News

4. A standard IP address is composed of:
(a) 4-bits (b) 16-bits (c) 32-bits (d) 256-bits

5. Which of the following is not a LAN topology? (2 times)
(a) Star (b) Ring (c) Band (d) Bus

6. Which of the following is an Internet Protocol?
(a) Ethernet (b) ARC net (c) TCP/IP (d) MAC

7. OSI Reference model has layers: (4 Times)
(a) 7 (b) 6 (c) 3 (d) 11

8. Ethernet, Token Bus and Token Ring have been defined by:
(a)IEEE (b) CCITT (c) ISO (d) Microsoft

9. Which of the following is an example of De Facto standard?
(a) SNA (b) ISO (c) EIA (d) IBM

10. How many types of network standard are there?
(a)2 (b) 4 (c) 6 (d) 8

11. Which of the following is not a component of LAN?
(a)Bridge (b) Modem (c) Communication Media (d) Gateway

12. Cabling on a linear Bus topology can be extended using which of the following: (2 times)
(a) Terminator (b) Barrel Connector (c) Network Adapter (d) Bridge

13. A collection of computers connected together is called: (2 times)
(a) Processing (b) Network (c) Chatting (d) Centralized system

14. Terminal is a:
(a) Device to give power supply (b) Point at which data enters or leaves the computer
(c) The last instruction in a program (d) any input/output device

15. How many types of addressing scheme?
(a) 3 (b) 2 (c) 5 (d) 8

16. How many pair of computers can simultaneously communicate on Ethernet LAN? (2 Times)
(a) 1 (b) 2 (c) 3 (d) multiple

17. Ethernet uses..... topology.
(a) Ring (b) Mesh (c) Bus (d) Star

18. In _____network topology hub is used as central device:
(a) BUS (b) Star (c) Ring (d) Mesh

19. Which of following protocol is used to access web pages on World Wide Web?
(a) TCP/IP (b) Gopher (c) HTTP (d) HTML

20. The _____is the physical path over which a message travels:
(a)Protocol (b) Medium (c) Signal (d) All of these

21. FDDI is a:
(a) Ring network (b) Star network (c) Mesh network (d) Bus network

22. A LAN is a combination of:
(a)Network adapter cards (b) LAN cables (c) LAN application software (d) All of these

23. An internet software that is used for transferring files from one computer to another.
(a) FTP (b) ELD (c) Token (d) Ethernet

24. People on LAN can share EXCEPT.
(a) CD-ROM (b) Printer (c) Modem (d) All

25. The top most layer of OSI model is: (2 times 2018)
(a) Application (b) Session (c) Transport (d) Presentation

26. Which one is not a De Jure standard?
(a) SNA (b) IEEE (c) ISO (d) ANSI

27. Which of the following is not a network category? (3 Times 2018)
(a) LAN (b) MAN (c) VAN (d) WAN

2016

28. The set of rules to exchange data in a communication network is called:
(a) Gateway (b) procedure (c) protocol (d) token

29. Many networks include a central computer that may be called:
(a) Server (b) bridge (c) gateways (d) client

30. Each computer on a network is called: (6 times2018)
(a) terminator (b) bus (c) node (d) token

31. Tree Topologies integrate multiple star topologies together onto a:
(a) hub (b) bus (c) router (d) bridge

32. Which layer of OSI model does data compression? (2 Times)
(a) Physical layer (b) Network layer (c) Session layer (d) Presentation layer

33. Which device does physical connection of each computer to a network?
(a) Network (b) bridge (c) router (d) gateways

34. Two dissimilar networks can be connected by using:
(a) bridge (b) repeater (c) hub (d) gateway

35. Many networks include a central computer that may be called:
(a)terminal (b) client (c) server (d) work station

36. Identify LAN's protocol:
(a)TCP/IP (b) UDP (c) Ethernet (d) HTTP

37. Which device connects each computer to the network:
(a) network interface card (b) Router (c) Gateway (d) Bridge

2017

38. OSI model was created by:
(a)ISO (b) ANSI (c) IBM (d) NESPAK

39. A network that places all nodes on a single cable is called:
(a) star (b) mesh (c) ring (d) bus

40. What type of Network is Internet?
(a) LAN (b) MAN (c) WAN (d) PAN

41. The physical layout of a Network is known as: (2 times)
(a)Topology (b) Session (c) Link (d) Style

42. MAN stands for:
(a)Metropolitan Area Network (b) Marked Area Network
(c) Metropolitan Arranged Network (d) Manufactured Arrangement of Networks

43. A connection for similar networks uses: (2 times 2018)
(a) NIC (b) Bridge (c) Gateway (d) Router

44. In peer to peer network modal:
(a) No hybrid computer (b) Nonclient computer
(c) No server computer (d) No tree topology

45. All physical media deals within:
(a) Application layer (b) Transport layer (c) Presentation layer (d) Physical layer

46. DSL stands for : (2 times 2018)
(a) Direct service lease (b) distant service line
(c) Domain service link (d) digital subscriber line

47. A combination of client/server and peer-to-peer network is called;
(a) Mixed network (b) merged network (c) Dedicated network (d) hybrid Network

2018

48. Which is a communication device? (2 times)
(a) USB (b) UTP (c) Router (d) Ethernet
49. De Jure means:
(a) According to law (b) Existing facts (c) Historical Events (d) By n.
50. OSI model consists of
(a) 5 layers (b) 7 layers (c) 9 layers (d) 11 layers
51. Terminators are used in _____ topology.
(a) bus (b) star (c) ring (d) mesh
52. Layer that is responsible for transferring frames in OSI model is
(a) Application layer (b) data link layer (c) presentation layer (d) session laye

2019

53. The media Access control sub layer resides in the layer.
(a) Physical (b) Data link (c) Network (d) Transport
54. Mobile phone (Cellular) system often use:
(a) MAN (b) WAN (c) LAN (d) PAN
55. A device that connects multiple networks using similar or different protocols is:
(a) Router (b) NIC (c) Bridge (d) Modem
56. Internal network of an organization that uses internet and web techniques is called:
(a) Internet (b) Extranet (c) Uploading (d) Downloading
57. Which program is used to connect to a remote computer on internet?
(a) www (world wide web) (b) Email (c) FTP (d) Telnet
58. The media access control sublayer resides in which layer?
(a) Physical (b) Data link (c) Network (d) Transport
59. A computer network in which all computers have equal status:
(a) peer-to-peer (b) client server (c) dedicated (d) server-to-server
60. A computer network in which all computers have equal status and no one have control over others:
(a) Peer to Peer. (b) Client Server (c) Dedicated (d) Client to Client

ANSWERS

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
D	B	C	C	C	C	A	A	A	A	B	B	B	D	B	A	C	B
19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36
C	B	A	D	A	D	A	A	C	C	A	C	B	D	C	D	C	C
37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54
A	A	D	C	A	A	B	C	D	D	D	C	A	B	A	B	B	A
55	56	57	58	59	60												
A	A	D	B	A	A												

SHORT QUESTIONS OF CHAPTER-2
IN ALL PUNJAB BOARDS 2011-2021

1. Write the names of different LAN protocols. **(3 Times) 2017**

Ans. Different LAN protocols are as follows:
Ethernet Token ring ARC net

2. What is ARC Net? **(2 Times)**

Ans. ARC net stands for **Attached Resource Computer Network.** It is both a topology and networking technology. It uses twisted-pair on coaxial cable. Original ARC net protocol was slow. It became popular as it was inexpensive, reliable and easy to setup and expand.

3. How does tree topology differ from mesh topology?

Ans.

Tree topology	Mesh topology
In tree topology, the nodes are connected to each other in such a way that it forms a tree like structure typically to form a tree network, multiple topologies are combined together.	In mesh topology each node is directly connected to every other node on the network. This type of network involves the concept of routes.

4. List at least two differences between FTP and HTTP. **(3 times 2017)**
Or State the purpose of FTP. Or Describe file transfer protocol.

Ans.

FTP	HTTP
FTP stands for file transfer protocol. It is also an internet software tool for transferring files from one computer to another. The process of transferring a file from a remote computer to our local computer is called downloading. The process of transferring file from our own computer to the remote computer is called uploading.	HTTP stands for hypertext transfer protocol. It is protocol that is used for accessing web pages or documents to and from the web servers. It was developed in 1990 when world wide web was introduced.

5. What is CSMA/CD?

Ans. CSMA/CD stands for Carrier Sense Multiple Access / Collision Detection. It is a local area network access method in which contention between two or more stations is resolved by collisions detection. When two stations transmit data at the same time, and a collision has occurred. By this method, each station waits for specified time and then retransmits.

6. What is MAN? Describe Metropolitan Area Network (MAN). **(4 times 2017)**

Ans. A Metropolitan Area Network (MAN) is a communication network covering a geographical area the size of a city. The purpose of a MAN is often to bypass local telephone companies when accessing long distance services.

7. How does Star Topology Works?

Ans. In star network the computer communicate with each other through central hub. For example, the sender computer sends data to the hub and then hub sends it to the receiver computer.

8. What are Gateways? OR In which situation gateway is used? **(3 Times)**

Ans. A gateway is also an electronic device or system (collection of hardware and software resources). It is used to connect two different types of networks. It translates data from one format to the other.

Define LAN. Or Define local area -network. **(2 times 2017)**

Ans. A local area network (LAN) is a computer network that interconnects computers within a limited area such as a home, school, computer laboratory, or office building, using network media.

Ans. Some important benefits of computer networks are ... sharing, money saving and easy communication.

11. What is bus topology? (2 Times)

Ans. Bus topology is the simplest and most common type of computer network. In a bus topology, all network nodes are connected to a common communication medium. This medium is a central wire called a bus.

12. What is intranet? (4 Times)

Ans. An intranet is a computer network that uses Internet Protocol technology to share information, operational systems, or computing services within an organization. It is designed to meet the internal need for sharing information within organization.

13. What is workgroup computing? Define collaborative computing? (8 Times) 2018

Ans. A workgroup is a collection of individuals working together on a same task. Workgroup computing occurs when all the individuals have computers connected to a network that allows them to send e-mail to one another, share data files, and schedule meetings. Sophisticated workgroup systems allow users to define workflows so that data is automatically forwarded to appropriate people at each stage of a process.

14. Explain TCP/IP. (3 Times)

Ans. TCP/IP stands for Transmission Control Protocol / Internet Protocol. TCP is the protocol used by every computer on the internet. A protocol is a set rules and procedures that define how computer receive and transmit data over the network. Every computer on the internet must have TCP/IP configured.

15. Define computer network. (4 Times)2017

Ans. A computer network is an interconnection between two or more computers so that they can communicate with each other. A network is made up of collection of computers and the connections between them that allow information exchange to take place. While most networks connect computers using some form of cable, the connections can also be wireless, for example radio waves.

16. Define De-facto standards. Or What is De Facto Network Standard. (6 Times) 2017

Or Distinguish between De-factor and De-jure standers. (4 times 2018)

Ans.

De-factor Standers	De-jure standers
De facto means "by tradition" or "by facts". These standards were developed without any formal planning.	De-jure means "according to law or regulation". The networks governing body have properly approved these standards. These are developed with proper research and design to fulfill the requirement of data communication.
These standards come into existence due to historical developments. SNA is an example of De-factor standards.	

17. Define Network interface card (NIC) (3 Times)

Ans. *NIC*:-Stands for network interface card. NIC connects each computer to the wiring in the network. NIC is a circuit board that fix in one of the computer's internal expansion slots. Some computer has built in NIC.

18. Define the term baseband.

Ans. Digital signals are commonly called baseband signals. Baseband is a communications technique in which digital signals are placed onto the transmission line without change in modulation. It transmits up to a couple of miles, and does not require the complex modems. Typical Token ring and Ethernet use baseband signals.

19. Define ring topology.

Ans: In this topology, each computer is connected to the next computer and the last one connected to the first. Thus a ring of computer is formed. It is less expensive than the star topology. Every computer has equal access to the network. But this is difficult to troubleshoot. If one computer failed then whole network will be affected.

20. Define the term Token. / What is the use of token in ring topology? (4Times) 2018

Ans. A token is a special electronic signal. A computer in the network (using ring topology) must get a token to transfer data to other computer on the network. It is like a ticket. Only one token is available on the network. When a node on the network wants to transmit data, it first gets the token, and then it can transmit data. When the node has sent its message, it releases the token back to the network. Only one token is circulating around the network, only one computer or

device is able to access the network at a time. Thus no collision occurs but the only disadvantage is its slow data transfer rate.

21. What is data link layer of OSI model?

Ans. In the seven-layer OSI model of computer networking, the data link layer is layer 2 in the TCP/IP reference model, data link layer decided the Flow control, error control, framing and access control are the-functions of data link layer.

22. Name different types of LAN topologies.

Ans. The LAN topologies are:
Star topology, Ring topology, Bus topology, Tree topology, and Mesh Topology.

23. Define extranet. **(2 Times)**

Ans. An extranet is two or more intranets connected in such a way that they enable collaboration among the companies that own the separate intranets. An organization can apply security measures to provide limited access to the employees of other organization using the extranet.

24. What is difference between ISDN and DSL? OR How ISDN is different from DSL? **(2 times)**

ISDN	DSL
ISDN lines faster transfer rates than dial up telephones lines for small business and home users. ISDN stands for integrated services digital networks. it is the set of the standards for digital transmission of data over copper telephone lines. It provides transmission rate up to 1.54 Mbps.	DSL stands for digital subscriber line. It uses standard copper telephone lines for the fast transmission. it is fast and easier to install than ISDN. it transfer at the rate of 128 Kbps to 8 Mbps.

25. Define dedicated server.

Ans. This arrangement involves a server, which is a computer the controls the network. In particular, a server has the hard disks holding shared files/databases and often shared quality printer,

26. Define encoder and decoder.

Ans. The encoder converts digital signals to a form, which can pass through transmission medium and decoder again converts signal from encoded form into digital form, which is understandable for receiver. Sender and receiver cannot communicate successfully without encoder and decoder

27. What is MAN? Or Write the purpose of Metropolitan Area Network. (3 times)

Ans. A Metropolitan Area Network (MAN) is a communication network covering a geographical area the size of a city. The purpose of a MAN is often to bypass local telephone companies when accessing long distance services.

28. Define Gopher. **(2 Times)**

Ans. It is an access and retrieval system covering a wide range of information, from reference materials to magazine articles to government documents and speeches.

29. Define the term bridge.

Ans. In telecommunication networks, a bridge is a product that connects a local area network (LAN) to another local area network that uses the same protocol.

30. Give two uses of Email.

Ans. E-mail is very fast and timely. It is very cheap and inexpensive.
People can share information.

31. Give two reasons for the importance of Computer Network.

Ans. Networks are used to access shared data.
Networks are used to send E-mail with attachments of files.
One copy of software can be shared over a network by multiple users.

32. Differentiate between intranet and extranet. Or What is the function of extranet. **(5 times) 2018**

intranet	extranet
An intranet is a computer network that uses Internet Protocol technology to share information, operational systems, or computing services within an organization. This term is used in contrast to extranet, a network between organizations, and instead refers to a network within an organization.	An extranet is two or more intranets connected in such a way that they enable collaboration among the companies that own the separate intranets. An organization can apply security measures to provide limited access to the employees of other organization using the extranet.

33. Write two uses of bridge in network. (2 Times)

Ans: 1. it is used to interconnect two LANs and to separate network segments.
2. it determines the signal and find out the location where it has to be sent.

34. What is uploading and downloading of data? (2 times)

Ans: The transfer of data from internet to our own personal computers is called downloading. While transfer of data from our personal computer to the internet is called uploading.

35. Define local area -network.

Ans: LAN stands for local area network. It is the most common type of network. it covers a small area. It usually connects the computer and other devices within one office or a building or group of buildings. LAN is often used to share resources such as printers, hard disks, programs etc.

36. How bridge improves network performance?

Ans: When a bridge receives a signal it determines the segment where the signal should transmit. It reads the address of receiving as well as sending devices. The bridge does not transfer the signal to the segment if the sending and receiving devices are in same segments. so in this way it reduces network traffic and hence improve the performance.

37. Why Server Computer is more powerful than client computers?

Ans: A server is a computer which provides services to the computer and other devices connected to the network. Following are the facilities provided by the server computer those cannot be provided by terminals so it is powerful than others. i.e.
(i) Processing data (ii) Sharing software
(iii) Managing network traffic (iv) Control access to hardware, software and data.

38. What is the purpose of Application Layer?

Ans: It is the top most layer of the OSI model. It provides services directly to the user applications.
It enables the user to access the network. It provides user interfaces and support for services such as E-mail, remote file access, and transfer, shared database management and other types of distributed information services.

39. State the purpose of transport layer. (2 times 2018)

Ans: The transport layer controls the flow of the data. It ensures that messages are delivered error free. It divides large messages into small packets for efficient transmission. These packets are reassembled, checked for errors and acknowledged at receiving side. If there are errors in transmission, the data is retransmitted.

40. What is a computer server? Or Write the two uses of server computer. (4 times)

Ans: A server is a computer which provides services to the computer and other devices connected to the network. Following are the facilities provided by the server computer those cannot be provided by terminals so it is powerful than others. i.e.
(i) Processing data (ii) Sharing software
(iii) Managing network traffic (iv) Control access to hardware, software and data.

2017

41. What is client server network model? (2 times 2018)

Ans: Client Server model is a networking in which one or more computer work as server and other computer work as clients. Server computer manages and controls all the clients computer request.

42. Define network topology. OR What does mean by network topology? (2 times)

Ans: The physical layout or the way in which network connection are made is called a topology. It refers to the location of the computer and how the cable runs between them. Bus, Ring and star are example of network topology

43. Enlist different component of LAN. (2 times 2018)

Ans: Components of LAN are communication media, network interface card, bridge, router and gateway

44. What is physical layer function? (2 times 2018)

Ans: Physical layer is the bottom layer of OSI model. It transmits stream of bits and defines how the data is transmitted over the network and what control signal are used. Its main function is to control the flow of bits on physical medium.

45. List any two benefits of computer Network.

Ans: Networks are used to share computer hardware. It reduces cost. Networks are also used to share data and program. Networks are used to communicate with the people all over the world.

46. Write two function of Network layer. **(2 times 2018)**

Ans: The network layer is responsible for establishing maintaining and terminating network connections. It manages delivery of data from source to destination. It manage the logical path between sender and receiver

47. What is groupware? **(2 times)**

Ans: Groupware is software used for workgroup computing. It is used on a computer network. The researchers can use it to share information about different projects online.

48. Distinguish between LAN and WAN?

Ans: **LAN:** LAN stands for local area network. It is the most common type of network, it covers a small area. It usually connects the computer and other devices within one office or a building or group of buildings. LAN is often used to share resources such as printers, hard disks, programs etc.

WAN: WAN covers a large area. It connects computer and other devices in different cities and countries. WAN usually consist of several LANs and mostly the computer are connected through telephone lines. Internet is an example of WAN.

49. State the purpose of Router? OR Define router? (2 times)

Ans: It is a device that connects multiple networks using similar or different protocols. It manages the best route and it is used when several networks connected together.

50. Which transmission media is used in LAN?

Ans: LAN are connected with twisted wire pair. Many LAN use coaxial cable or fiber optic cables.

2018

51. What is the use of repeater? **(3 times 2018)**

Ans: Repeater is a device that is used to boost the signal. Every communication media can transmit signal to a limited distance. Signal has to be amplified in order to be transmitted further. Repeaters are used to transmit signal beyond the limit of communication media.

52. How tree topology is constructed?

Ans: A tree Topology combines the characteristics of bus and star topologies. It consists of different groups of computers attached in star topology. The groups are then connected to a bus backbone cable. Tree topology is used for the expansion of an existing network.

53. Write the functions of presentation layer?

Ans: Data reformatting: When two computers Exchange data, the data is changed to bit streams before it is transmitted. The presentation layer at sending computer changes data according to the sender format. The presentation layer at receiving computer changes data according to the receiver format.

Compression: This layer compress the large amount of data into small size.

54. What it the function of session layer layer in OSI model?

Ans: The session layer establishes, manages and terminates user connections. A session is an exchange of messages between computers. It synchronizes User tasks. Synchronization involves the use of checkpoint in the stream. Checkpoint can be used after each 100 pages.

55. How dose TCP/IP transmit data?

Ans: TCP/IP stands for transmission control protocol/internet protocol. It is the most widely used communications protocol today.

TCP/IP uses packet switching to transmit data over the Internet. In this process, data is divided into small pieces called packets to be transferred over the internet. The packets are reassembled in the proper order when they reach the destination. These packets travel via devices called routers.

56. Define telecommunication. Or
State the purposes of telecommunication. **(6 Times) 2017**

Ans. Telecommunication is communication at a distance by technological means, particularly through electrical signals or electromagnetic waves. The word is

57. Ans:
58. Ans:
59. Ans:
60. Ans:
61. Ans:
62. Ans:
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often used in its plural form, telecommunications, because it involves many different technologies.

2019

57. What is E-mail?

Ans: E-mail is the exchange of messages and files from one computer to another through the internet.

58. What do you mean by WWW?

Ans: WWW stands for World Wide Web. It is also called web. It provides the facility to publish information on internet. It is collection of documents stored on computers permanently connected with internet around the world.

59. Define a website?

Ans: A collection of related web pages is called website. Each website has a unique address. Different types of websites provide different types of content such as news, information, education etc. A website must be stored on a web server to be accessible all over the world.

60. Distinguish between frame and packet?

Ans: Frames are messages in single network. Packets are messages that are sent through the internet. In each network, the packet is carried in a frame limited to that network.

61. Which two topologies are combined to make a tree topology?

Ans: A tree topology combines the characteristics of bus and star topologies. It consists of different group of computers attached in star topology. The group are then connected to a bus backbone cable. Tree topology is used for the expansion of an existing network.

62. What is network protocol?

Ans: Network protocol is a set of rules for exchanging information between computers on a network.

63. Define client computer?

Ans: A client is a piece of computer hardware or software that accesses a service made available by a server. A client computer is connected with a server to access different resources. It sends requests to the server for resources.

LONG QUESTIONS OF CHAPTER-2 IN ALL PUNJAB BOARDS 2011-2021

1. Explain any four components of LAN. (3 Times)
2. What is Star Topology? Explain its working and construction with diagram. Also discuss its advantages and disadvantages (5 Times)
3. What is Ring Topology? Discuss its working with diagram. (2 times)
4. Discuss its any two advantages and any two disadvantages. (5 times) 2018
5. Explain four different services of internet.
6. Write at least eight differences between LAN and WAN.
7. Describe the term Network topology. Explain the working mechanism, advantages and disadvantages of tree topology.
8. What is OSI Model? Discuss its any two layers.
9. What is network standard? Discuss different types of network standards. (4 times 2018)
10. What is computer network? Explain different network models. What are the advantages and disadvantages of each network model? (4 times2018)
11. What is a computer Network Topology? Explain bus topology Explain its working with diagram. Write its two advantage and disadvantages. (2 times)
12. What is Bus Topology? Explain its working with diagram. Also write down its two advantages and two disadvantages. (2 times)

MCQ's OF CHAPTER-3
IN ALL PUNJAB BOARDS 2011-2021

1. Which of the following coding schemes use 4 — bit code?
(a) ASCII (b) EBCDIC (c) BCD (d) Unicode
2. Select unguided media: (2 times)
(a) Twisted-pair (b) Co-axil (c) satellite (d) fiber optic
3. Which is not related to the definition of digital signal?
(a) Zero-one (b) On-off (c) High-low (d) Start-stop
4. How many transmission modes are?
(a) 1 (b) 2 (c) 3 (d) 4
5. One of the following is not a Network Communication Device:
(a) Router (b) Hub (c) LAN (d) NIC
6. Which of the following is not a communication media?
(a) Twisted pair (b) UTP (c) Microwave (d) Modem
7. Which is the correct measurement of a modem's data transfer rate?
(a) Kbs (b) Gbps (c) bps (d) Mbps
8. Start/stop bits are required in the transmission: (2 Times)
(a) Parallel (b) Serial (c) Synchronous (d) Asynchronous
9. Communication between computer and keyboard involves the transmission: (6 times 2018)
(a) Simplex (b) Half Duplex (c) Full Duplex (d) Automatic
10. An arrangement in which data can be received and sent simultaneously is called: (2 times)
(a) Simplex (b) Full-duplex (c) Half-duplex (d) Multi-duplex
11. The music and speech represent: (3 Times)
(a) Image (b) Text (c) Numeric (d) Audio
12. Data communication requires only:
(a) Sender (b) Receiver (c) Transmission medium (d) All of these
13. Device use in parallel transmission: (2 times 2018)
(a) Printer (b) Keyboard (c) Mouse (d) None of these
14. The process of converting digital signals into analog signals is called: (2 times)
(a) Modulation (b) Demodulation (c) Conversion (d) None of these
15. Typically cladding has a diameter of _____ micron.
(a) 120 (b) 122 (c) 124 (d) 125
16. The communication channels can be divided into: (2 times 2018)
(a) Five types (b) four types (c) three types (d) two types
17. Willkie talkie is an example of communication mode.
(a) Simples-Mode (b) Half duplex mode (c) Full duplex mode (d) Parallel mode
18. Analog signal are measured in. (2 times 2018)
(a) Hertz (b) Volt (c) Digits (d) Watts
19. _____ is not a communication media:
(a) VSAT (b) Satellite (c) Terminal (d) Submarine cable
20. _____ device uses parallel transmission:
(a) Mouse (b) Keyboard (c) Light 'pen (d) Printer
21. Television and radio broadcasts are examples of: (4 times 2018)
(a) Reverse duplex (b) Simplex (c) Full duplex (d) Half duplex
22. Which communication medium requires line of sight?
(a) Co-axial (b) Twisted pair (c) Microwave (d) Fiber optic

2016

23. How many characters ASCII 7 bits code can represent: (2 times 2018)
(a) 16 (b) 32 (c) 64 (d) 128

24. Which of the following cable consists of a single core of solid copper?
(a) UTP (b) STP (c) Coaxial (d) fiber optics

25. The height of wave within a given period of time is referred as:
(a)analog (b) digital (c) frequency (d) amplitude

26. In EBCDIC, how many bits to represent a character are used?
(a) 2 (b) 4 (c) 6 (d) 8

27. An important property of fiber optic cable is:
(a) Noise (b) refraction (c) interference (d) attenuation

28. Which of the following is not a communication media?
(a) Twisted pair (b) co-axial (c) satellite (d) modem

29. _____ characters are represented by ASCII 8bit code: 2 times 2018
(a)4 (b) 128 (c) 256 (d) 65536

30. _____ data is carried by a bus with 32 lines:
(a)2 bytes (b) 4 bytes (c) 32 bytes (d) 64 bytes

31. Example of Alpha numeric data is:
(a)5.2 (b) PTV2 (c) 6 (d) PTV

32. Who proposed a design of stored program computer?
(a)von Neumann (b) Blasé Pascal (c) Babbage (d) JacClibby

33. A type of communication that sends data using flow control to synchronize data between sender and receiver:
(a)asynchronous transmission (b) synchronous transmission
(c) Isochronous transmission (d) Monochromes transmission

34. Digital signals are commonly called as: (2 times) 2018
(a)Broadband (b) Baseband (c) Narrowband (d) Frequency band

2017

35. Which of the following types of data is used to display actions and movement?
(a) audio (b) video (c) image (d) Text

36. Data is transmitted block by block in _____transmission.
(a) Synchronous (b) Asynchronous (c) Digital (d) Analog

37. Internet surfing is an example of: (2 times)
(a) Simplex (b) Half duplex (c) Full duplex (d) Reverse duplex

38. _____is the fastest communication mode:
(a) Half duplex (b) Full duplex (c) Simplex (d) Duplex

39. Most of data transmitted over telephone lines uses:
(a) full-duplex transmission (b) half-duplex transmission
(c) Simplex transmission (d) Duplex transmission

40. Amplitude is the characteristic of:
(a) Digital signal (b) Analog signal (c) Parallel signal (d) Serial transmission

41. The device that receives data:
(a) Source (b) Sink (c) Transmitte (d) Encoder

42. The electromagnetic or light waves that represent data are:
(a) Pulse (b) information (c) wave (d) signal

43. .....character is represented by Unicode scheme:
(a) 45536 (b) 55536 (c) 65536 (d) 75536

44. A telephone conversation is an example of:
(a) full-duplex transmission (b) half-duplex transmission
(c) Simplex transmission (d) Duplex transmission

45. The music and speech represent:
(a) Image (b) Text (c) Numeric (d) Audio

2018

46. Which of the following techniques uses modulation?
(a) Bandwidth (b) Bus-width (c) Base band (d) Broad band

47. Which of the following coding schemes uses 16-bit code?
(a) BCD (b) ASCII (c) EBCDIC (d) Unicode

2019

48. The combination of four binary digits is:
(a) Bit (b) Byte (c) Nibble (d) Word

49. Signals produced by computer to set over telephone line must be converted to:
(a) Modem (b) Analog Signals (c) Digital Signal (d) Microwave

50. Transmission from satellite to its earth-based station is called.
(a) Downlink (b) Uplink (c) Baselink (d) Geolink

51. Start/Stop bits are required in transmission:
(a) Synchronous (b) Asynchronous (c) Parallel (d) Serial

52. The transmission rate of modem can be measured in:
(a) Bits per second (b) Bytes per second (c) Characters per second
(d) Words per second

53. Unicode is a:
(a) 16-bit code (b) 32-bit code (c) 64-bit (d) 132-bit code

54. Frequency is measured in:
(a) Sec (b) BPS (c) Volts (d) Hertz

55. BCD is _____ bit code:
(a) 2 (b) 3 (c) 4 (d) 8

56. Frequency is measured in:
(a) Seconds (b) BPS (c) Hertz (d) Amps

57. Frequency of analog signal is measured in:
(a) Joule (b) Volt (c) Digits (d) Hertz

58. Which of the following codes can represent up to 65,536 symbols?
(a) BC D (b) ASCII (c) EBCDIC (d) Unicode

ANSWERS

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
C	C	C	C	C	D	D	D	A	B	D	D	A	A	D	D
17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32
B	A	C	D	B	C	D	C	D	D	B	D	C	B	B	A
33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48
B	B	B	A	B	B	A	B	B	D	C	A	D	D	D	C
49	50	51	52	53	54	55	56	57	58						
B	A	B	A	A	D	C	C	A	D						

SHORT QUESTIONS OF CHAPTER 3 IN ALL PUNJAB BOARDS 2011-2021

1. State two characteristics of Analog signals (5 Times) 2018

Ans. Two characteristics of an analog wave are as follows:

Frequency:- Frequency is the number of times a wave repeats during a specific time interval.

Amplitude:- The height of wave within a given period of time is known as amplitude.

2. Define Unguided Media.

Ans. Unguided transmission media are the ways of transmitting data without using any cables. These media are not bounded by physical geography. This type of transmission is called Wireless communication. Nowadays wireless communication is becoming popular. Wireless LANs are being installed in offices and college campuses. This transmission uses Microwave, Radio wave, Infrared are some of popular unguided transmission media.

3. Define Signal. OR What is signal? (5 times) 2018

Ans. Signal is an electromagnetic or light wave that represents data. These are used to transfer data from one device to another through a communication medium.

4. Compare Broadband and Baseband Transmission. OR Differentiate between baseband and broadband? (6 Times) 2018

Ans.

Base band	broadband
Baseband is a communications technique in which digital signals are placed onto the transmission line without change in modulation. It transmits up to a couple of miles. It does not require complex modems. Digital signals are commonly called baseband signals.	Broadband is a technique to transmit large amounts of data, voice and video over long distance. It can send data by modulating each signal onto a different frequency. It transmits several streams of data simultaneously using FDM (Frequency Division Multiplexing) technique.

5. Write some bounded Media. (2 times)

Ans. Some examples of bounded media are: Wire pairs, Coaxial cable and fiber optics.

6. What is Wire Pair? (2 Times)

Ans. Wire pair is a communication media made up of copper. Wire pair is usually made up of copper. The pair of wires is twisted together. It is used for short distance digital data communication. Its speed is 9600 bits per second in a distance of 100 meter.

7. Define Coaxial Cable.

Ans. Coaxial cables are a type of cable that is used by cable TV and that is common for data communications. It carries signals of higher frequency ranges than twisted-pair cable. Coaxial cable consists of a single solid copper wire, which is called the inner conductor. The bandwidth of coaxial cable is 80 times greater than twisted pair media. Coaxial cable is also widely used in local area network.

8. Define ASCII Code. OR Define ASCII code? (5 Times)

Ans. American Code for Information Interchange-ASCII a type of code for data transmission. The ASCII translates all letter characters and symbols into code that was widely used in most computer systems for many years. 7-bit ASCII code represents 128 symbols. 8-bit ASCII code represents 256 symbols.

What is encoder and decoder?

ns. The encoder converts digital signals to a form, which can pass through transmission medium and decoder again converts signal from encoded form into

digital form, which is understandable for receiver. Sender and receiver cannot communicate successfully without encoder and decoder.

10. What is data communication? OR Define data communication? (2 times)

Ans. Data communications is the exchange of data between two devices via some form of transmission media such as wire cable. The transfer of information or data from one location to another is called Data communication.

11. What is Unicode? (2 Times)

Ans. Unicode is a 16-bit code and can represent up to 65536 characters. It has started to replace ASCII code. It can represent the characters of all languages in the world.

12. Define communication satellite.

Ans. Communications satellites, are satellites that receive signals from an earth station and then retransmit the signal to other earth stations. They commonly move in a geostationary orbit.

13. Write any two types of data. OR List out types of data? (2 times)

Ans. There are following types of data e.g Numeric, image, audio and video.

Text: Text data consists of words, sentences and paragraphs such as Neem Ahmad.

Numeric: It consists of numeric digit from 0 to 9. It may also contain decimal point and negative sign. e.g 10, +8, -32.8 etc.

14. Define the term modem. Or How the modem works. (3 times) 2018

Ans. Modem (Modulation/demodulation) is a device that converts digital signals into analog form (a process known as modulation) to send over phone lines, a receiving modem at the other end of phone line then converts the analog signal back to a digital signal (a process known as demodulation). It enables users to transmit data from one computer to another by using standard telephone lines instead of special communication lines such as fiber optic or cable.

15. What is an internal modem? (3 times 2018)

Ans. Internal modem is a circuit board (a modem card) that is inserted can be added to the system unit through an expansion slot. The modem cannot be moved easily from one computer to another. It is difficult to setup than other types of modem.

16. What is BCD code?

Ans. BCD stands for Binary Coded Decimal. It is a 4 bits code. It means that each symbol is represented in 4 bits. It was used in early computers.

17. Define digital signal. (4 times) 2018

Ans. A digital signal use on-off electrical pulses in discontinues, or discrete form. Digital signal represents data as patterns of binary numbers.

18. What is fiber optics? OR Why fiber optic is so fast? (3 Times)

Ans. A fiber-optic cable consists of tubes of glass through which data are Transmitted as pulses of light. Optical fiber consists of thin glass fibers. It is thin than human hair. Data transfer rate of fiber optics is very fast. There is no chance of data loss.

19. Name some unbounded communication media. (2times)

Ans. Commercial Satellites, Communication Satellite, Cellular Radio Systems, Microwave Radio

How does Asynchronous Transmission? (3 Times) 2018

Ans. In asynchronous transmission data is transmitted one byte at time. data is transmitted character-by-character as the user types it on - keyboard, In this mode, data is not saved before sending.

20. Describe FDM. Or How does FDM work? (2 times 2018)

Ans. FDM stands for Frequency division multiplexing. It divides the bandwidth of communication line into smaller frequency bandwidths. Each part of the communication line can be used for transmitting data separately.

21. Define bandwidth. (4 times 2018)

Ans. The amount of data that can be transmitted through the transmission media within the given period of time is called bandwidth.

22. What is an external modem? Or How external modem is Connected? (2 times)

Ans. External modem is attached to the system unit as an external device by means of a telephone cable jack by another cable. The modem is a self-contained unit

which is connected to the PC using a serial cable to the COM1 and COM2 port. It needs an external power supply, and is easy to set up.

23. What is decoding?

Ans. Decoding is the reverse of encoding. It converts encoded data communication transmissions and files to their original form.

24. What is base band? **(2 times) 2017**

Ans. Baseband is a communications technique in which digital signals are placed onto the transmission line without modulation. It transmits up to a couple of miles. It does not require complex modems. Digital signals are commonly called baseband signals.

25. Define modulation. **(3 times) 2018**

Ans. Modulation is a process converting digital signal into analog. It can transmit over telephone line as waves.

26. List the advantages of fiber optics.

Ans.
i. A major advantage of fiber-optic media is its high level of security.
ii. It is not affected by electromagnetic waves.
iii. It is more reliable and has lower data transmission errors.
iv. Fiber optics is lighter and smaller in size.

27. Describe the role of core and cladding in optical fiber.

Ans. The typical optical fiber consists of a very narrow strand of glass called the core. Around the core is a concentric layer of glass called the cladding. It reflects the light back into the core. The diameter of a typical core is 62.5 microns. One micron is equal to 10-6 meters. The diameters of cladding are typically 125 micron. The cladding has a protective coating of plastic called jacket.

28. State the purpose of encoding of data.

Ans. Computer works only with binary digits. Therefore, all data, numeric or non-numeric, must be converted into binary form before the computer can understand it. Computer transmits data in the form of the binary codes. Both sender and receiver of the data should have same standard rules for both to understand it. Data can be converted into binary form by using different coding schemes.

29. Differentiate between analog and digital signal. **(2 times 2018)**

Ans.

Analog signal	Digital signal
The analog data signal is continuous electrical signal in the form of wave. This wave is called a carrier wave.	A digital signal uses on-off Electrical pulses in discontinuous or discrete form. Digital signal represents data as patterns of binary numbers.

30. Define the term broadband. OR What is Broadband? **(6 times) 2017**

Ans. Broadband is a technique to transmit large amounts of data voice and video over long distance. It can send data by modulating each signal onto a different frequency. It transmits several streams of data simultaneously using FDM (Frequency Division Multiplexing) technique.

31. Define Band Width. **(2 times) 2017**

Ans: The amount of data that can be transferred through a communication medium in a unit time is called bandwidth. It is measured in bits per second r bytes per seconds. The bandwidth of an analog system is measured in cycles/second or Hertz.

32. Write the difference between Serial and Parallel Data Transmission.
Write shortly on parallel data transmission **(6 times) 2018**

Ans:

Serial transmission	Parallel transmission
A type of transmission in which data is send one bit at a time is called serial transmission. The character bits are sent sequentially. Serial transmission is slower than parallel transmission.	A type of transmission in which a group of bits are sent at the same time over multiple wires is called parallel transmission. It is usually unidirectional. Each bit is transmitted over a separate line.

33. List two features of Modem. **(2 times) 2017**

Ans: **Error control:** modems use different methods to control errors for transmitted data.

Speed: Speed is a rate at which a modem can send data in bps. Typically modem speeds are 300 bps to 56 kbs.

34. Distinguish between synchronous and asynchronous transmission. (4 times) Describe Synchronous transmission. (6 times 2018)

Ans:

Synchronous transmission	Asynchronous transmission
In this transmission, data is saved before transmission. Saved data is send as block by block. It uses clock to control the bits being send. It is faster than asynchronous. It is costly.	In asynchronous transmission data is transmitted one byte at time. data is transmitted character-by-character as the user types it on keyboard, In this mode, data is not saved before sending. It is cheaper.

35. Define demodulation. (4 times) 2018

Ans: The process of converting digital signal into analog signal is called modulation. The modem on receiving device received data in analog form. The incoming analog data is converted back into digital format to be used by computer.

36. Define Refraction. (2 times 2018)

Ans: An important feature of fiber optics is refraction. Refraction is characteristic of a material to pass or reflect light.

37. Write one difference between Sender and Receiver.
OR Differentiate between sender and receiver elements of data communication system?

Sender	Receiver
Sender is a device which sends the message. It is also called a source or transmitter. The sender can be computer, mobile, fax etc. Sender is usually used in data communication system.	Receiver is a device which receive the massage. It is also called sink. The receiver must be capable of accepting the massage. it can also be computer, fax, mobile etc. it is also called sink.

38. What is Analog Signal? (2 times) 2017

Ans: It a continuous electrical signal in the form of wave. The wave is known as carrier wave. Sound wave is an example of analog signal. It is measured in volts and its frequency is in Hertz.

39. What is purpose of communication satellite?

Ans: Communication satellites are used in wireless communication over large distances. With the use of communication satellite we can transfer a large amount of data from one place to another place. It is placed around the globe about 22300 miles above the earth. It receives the microwave signal and transfers it over a long distance by amplifying it.

40. How does microwave system work? Or What is meant by Microwave data transmission? (2 times) 2017

Ans: It uses line-of sight transmission. It means signal travel in a straight path and cannot bend. Microwave stations are placed within 20 to 30 miles to each other. Each station receives signals from previous station and transfers it to next station.

41. What is encoder? What is the function of encoder (3 times) 2017

Ans: encoder is a device that converts digital signal in a form that can pass through a communication medium. Data can be send on the line by using different encoding scheme i.e. BCD, EBCDIC, and ASCII & Unicode.

42. Define mobile communication.

Ans: Mobile communication is a radio based network. It transmits data to and from mobile computer. It is widely used all over the world.

2017

43. Define the term EBCDIC data coding scheme. OR Define EBCDIC code? (2 times)

Ans: EBCIDIC stands for Extended Binary Coded Decimal Interchange Code. It is an 8 Bit code. It is normally used in mainframe computer. It can represent 256 characters.

44. What is meant by full duplex mode of data communication?

Ans: in full duplex mode data can travel in both directions simultaneously. Full duplex modes faster way of data transmission than half duplex. Time is not wasted in this mode. Telephone conversion is an example of full duplex mode.

45. Define text and numeric data.

Ans: **Text:** Text data normally consists of words, sentences, and paragraph. Text is normally stored as ASCII Code without formatting. Example: Pakistan, Usman etc.
Numeric Data: Numeric data is consisting on numeric digits from 0 to 9 it also contains decimal point "." Plus sign "+" Negative sign "-". Example 10,+58,-98 etc.

46. How is data represented in computer? OR How data represented in memory? (3 times)

Ans: Computer works with binary number. Binary number may be 0 or 1. Data inside the computer system is represented as electrical pulses.1 indicate presence of Pulse and 0 represent absence of pulse

2018

47. Define data Communication Mode?

Ans: The way in which data is transmitted from one place to another is called data transmission modes. Simplex, half duplex and full duplex are modes of data transmission.

48. Define Bit and byte?

Ans: A binary digit is called bit. It takes one storage location in memory. A collection of eight bits is called byte. It is used to store single character.

2019

49. Enlist encoding schemes?

Ans: The encoding schemes used to represent data in computer are BCD, EBCDIC, ASCII and Unicode.

LONG QUESTIONS OF CHAPTER-3 IN ALL PUNJAB BOARDS 2011-2021

1. What is data transmission mode? Explain its three types with examples. (5 Times)
2. What is Guided Media? Write short note on three types of Guided Media. (8 Times)
3. What is data communication? Explain any four basic components of communication network. (6 times)
4. Explain four different coding schemes to represent data in computer. (3 times)
5. Define Mode of data communication. Explain the types of data transmission modes with diagram. (2 times)
6. Why we need to encode our data in computer system? Also define and explain EBCDIC code and Unicode in detail. Explain different data types with examples.
7. What is unguided media? Explain different unguided media. **(4 times)**
8. What do you mean encoding of data? Explain three coding schemes to interpret data. **(2 times)**

OBJECTIVES (MCQ'S) OF CHAPTER-4
IN ALL PUNJAB BOARDS 2011-2021

1. CBT stands for: (4 Times) 2018
(a) computer based trade (b) computer based training
(c) certificate based training (d) computer base teaching

2. CAL stands for (3 Times)
(a) Computer aided learning (b) Computer assist learning
(c) Computer added learning (d) Computer advance learning

3. Many banks provide facility of:
(a) ATM (b) CAD (c) CBT (d) CAL

4. Most application of robotic are in area: (2 Times)
(a) Cooking (b) Manufacturing (c) Teaching (d) Farming

5. _____ is used to control all the parts of a manufacturing process.
(a) ATM (b) CAD (c) CAM (d) MICR

6. Computer based training software is used in: (2 times)
(a)Education (b) Cooking (c) Manufacturing (d)Weather Forecasting

7. An automatic programmable machine that moves and performs mechanical tasks that is dangerous for humans being is called:
(a) Computer (b) Scanner (c) Printer (d) Robot

8. CAT stands for:
(a) Computerized axial topography (b) Computer axial topography
(c) Computer aided topography (d) None of these

9. Typically, an ATM can *be* used to: (2 times)
(a) Keep records (b) Make budgets (c) Watch movies (d) None of these

10. _____ is related to business.
(a) Bank (b) Stock exchange (c) Marketing (d) All of these

11. Computer based weather forecasting depends on accurate collection of data from: (3 Times)
(a) Weather stations (b) Television (c) Radar (d) Antenna

12. Many products are designed by using: (2 Times)
(a) CAD (b) ROBOT (c) CAM (d) ATM

13. _____ is not example of E-commerce: (2 times)
(a) Electronic Banking (b) On-line education (c)On-line chatting (d) Electronic shopping

14. A _____ is an automatic programmable machine: (2 Times)
(a) CAD (b) CAM (c) CBT (d) Robot

2016

15. The Fly-by-Wire system is used in: (7Times) 2018
(a) education (b) medical (c) industry (d) airline

16. Process of automating office tasks using computer is:
(a) Office support (b) Office automation (c) Data management (d) Reprographics

17. Buying, selling and managing services via computer networks is called:
(a) E-commerce (b) E-shopping (c) E-payment (d) E-mail

18. Which one is an example of use of computer in education:
(a) CAM (b) CAD (c) CAL (d) CAT

2017

19. CBT software is used in:
(a) Health (b)Education (c) Manufacturing (d) Forecasting

20. **CAL stands for:**
(a) Computer Assisted learning (b) Computer Aided learning
(c) Computer Added learning (d) computer affected learning

2018

21. **Electronic banking is also known as:**
(a) Cyber banking (b) offline banking (c) interactive banking (d) global banking

2019

22. **The process of producing multiple copies of a document is called.**
(a) Word processing (b) Image processing (c) Spreadsheets (d) Reprographics

23. **SPARCO gives information about:**
(a) Robots (b) Airlines (c) Chatting (d) Weather

24. **Many products are designed by using:**
(a) ATM (b) ROBOT (c) CAD (d) CAM

ANSWERS

1	2	3	4	5	6	7	8	9	10	11	12
B	A	A	B	C	A	D	A	D	D	A	A
13	14	15	16	17	18	19	20	21	22	23	24
C	D	D	B	A	C	B	B	A	D	D	C

SHORT QUESTIONS OF CHAPTER-4 IN ALL PUNJAB BOARDS 2011-2021

1. **What is Video Conferencing?** **(6 Times) 2018**
Ans. Video Conferencing is a technology that allows users it different locations to hold face-to-face meetings without having to move to a single location.

2. **How can Computers be used in marketing?** **(7 Times) 2018**
Ans. Marketing applications provide information about the organization's products, its distribution system, its advertising and personal selling activities, and its pricing strategies.

3. **What is computer simulation? OR in which situation we use simulation?** **(11 Times) 2017**
Ans. A computer simulation is a special type of computer model, which recreates a system that might exist outside the computer. Simulations are often used to train people how to deal with situations that are too difficult, expensive or dangerous to recreate and practice for real. For example a flight simulation, which is used to train, pilots how to deal with situation that would be expensive and dangerous to practice using a real aircraft. A flight simulator consists of a working replica of the flight deck of an airplane.

4. **Define online education. OR What is online education?** **(11 Times) 2018**
Ans. Online learning, sometimes referred to as e-learning, is a form of distance education. Online courses are delivered over the Internet and can be accessed from a computer with a Web browser (ex. Internet Explorer).

5. **State the purpose of A.T.M.** **(8 Times)2018**
Ans. **Automated Teller Machine:** ATM An electronic banking outlet, which allows customers to complete basic transactions without the aid of a branch representative or teller. You can draw money through ATM card from any branch of that bank (or another bank) at any time of a day.

6. **Define Desktop publishing.** **(7 Times) 2017**
Ans. Desktop publishing (in-short DTP) is the creation of documents using page layout skills on a personal computer. Desktop publishing is used to make these documents attractive with photos and graphics etc. It is used to publish these documents.

7. What is Image processing System? (3 Times)

Ans. Image scanner (graphic scanner) converts text, drawings, and photographs into digital form and stores it to the computer system for further processing. The system scans each image (color or black and white) with light and breaks the image into light and dark dots or color dots, which are then converted to digital form. This is also called raster graphics, which refers to the technique of representing a graphic image as a matrix of dots.

8. How is E-Commerce useful in Modern Business? (6 Times)2017

Ans. E-commerce is useful for an organization at distant place and can interact with customers easily. It enables to search information, products and services online. Companies using e-commerce can offer their products and services to more customers in time. The cost of conducting business online is much lower as traditional physical resources are not needed.

9. What is Airline system? Or How computer can be used in Airline system? (8 times) 2017

Ans. In airline system, computers are used to control passenger aircrafts and vehicles. Early aircraft were controlled by moving parts attached to the controls using cables. In modern, fly-by-wire system, electronic singles from the cockpit are sent to that adjusts the flight surfaces. Computer is embedded in the pilot's or driver's controls. It is linked up among different cities and gives full information about its flight and seat reservation.

10. Explain weather forecasting. Or How computer is useful in weather forecasting? (5 times) 2018

Ans. Computer based weather forecasting depends on accurate collection of data from weather stations, airports, satellites, different sensitive devices all around the world. Computer depends on building a model of hot, cold air, dry and humid air interaction, and how this interactions are affected by land and see temperature, season and so on.

11. What is DARPA?

Ans. DARPA stands for Defense Advanced Research Projects Agency. DARPA worked to share data not only on single network but also among different networks.

12. Explain importance of using computer.

Ans. The use of computer technology is very important in every field of life. The use of computers makes different tasks easier. It also saves a lot of time and effort. It also reduces overall cost to complete a particular task

13. What is a robot? (4 Times) 2018

Ans. A robot is an automatic programmable machine that moves and performs mechanical tasks. Robots are used in hundreds of applications from assembling and spray-painting cars, carrying out maintenance on overhead power cables, to testing blood samples etc.

14. How robots are used in industry? (4 times)2018

Ans. Robots are used in hundreds of applications;

- Assembling and spray-painting cars.
- Carrying out maintenance on overhead power cables.
- Testing blood samples.
- Artificial satellites
- Radioactive environments.

15. Define CAD.

Ans. CAD are used for display designs and build production prototypes in software, test them as a computer object according to following given parameters. CAD is used in designing new cars, aircrafts, bridges and buildings.

16. Explain computer aided manufacturing process. (2 Times) 2017

Ans. *Computer aided* manufacture (CAM) is used to control all the part of a manufacturing process. CAM software uses *digital design output*, from CAD system, to directly control production machinery.

17. Describe computer-based training.

Ans. Computer-Based Training (CBT) is the using of computers to help and train people. Computer based training is most useful as compared with traditional techniques. CBT can bring many additional benefits to any organization, their training department and their students.

18. Define E-Commerce. **(4 times)**

Ans. E-commerce is usually associated with buying and selling over the internet, or conducting any transaction involving the transfer of ownership or rights to use goods or services through a computer mediated network.

19. How computer are used in stock exchange?

Ans. Stock markets launched the computerized system that makes it possible for stock brokers to do all their trading electronically. The stockbrokers interconnected through a data communications network submit and receive bids using their computer workstations or interconnected computer display screens where brokers match buyers with sellers, so that neither trading floor nor slips of paper are necessary.

20. How computer can be used in Marketing? **(2 times)**

Ans. Marketing applications provide information about the organizations Products, its distribution system, its advertising and personal selling activities and its pricing strategies.

21. List some applications of robot. **(2 Times)**

Ans. A robot is an automatic programmable machine that moves and performs mechanical tasks. Robots are used in hundreds of applications from assembling and spray-painting cars, carrying out maintenance on overhead power cables, to testing blood samples etc.

22. Differentiate between CAD and CAM. **(2 Times)**

Ans. **CAD:-** CAD are used for display designs and build production prototypes in software, test them as a computer object according to following given parameters. CAD is used in designing new cars, aircrafts, bridges and buildings.

CAM:- *Computer alded* manufacture (CAM) is used to control all the part of a manufacturing process. CAM software uses *digital design output,* such as that from a CAD system, to directly control production machinery.

23. Describe the use of computers in hospitals or medical field. (3 Times) 2018

Ans. computers are used in hospitals to monitoring critically ill patients in intensive care units. The patients have sensors attached to them, which detect changes in heart rate, pulse rate, blood pressure breathing and brain activity. If any readings dislocate or reached misbalancing level, the computer activates an alarming device to create sound and alerts the medical staff. The data is also iogged and used to analyze the changes in a patient's condition over a period of time.

24. What is reprographics?

Ans. Reprographics is a process of reproducing multiple copies of documents.

25. What is electronic shopping? **(3 Times) 2017**

Ans. Many businesses now have website that allow internet users to buy their goods or services. Shopping can take place using a computer at home, from work or at a cyber café and e-shopping can be anywhere in the world working 24 hours a day.

26. Define computer Aided learning. **(4 times) 2018**

Ans: It is a process of using information technology to help teaching and enhance learning process. The use of computer can reduce the time that is spent on preparing teaching material. It can also reduce the administrative load of teaching and research. It also helps in learning process.

27. List two uses of computer in business.

Ans: **Marketing:-**Marketing applications provide information about the organizations products, its distribution system, its advertising and personal selling activities and its pricing strategies.

E-commerce is usually associated with buying and selling over the internet, or conducting any transaction involving the transfer of ownership or rights to use goods or services through a computer mediated network.

28. List four fields where computer is commonly used.

Ans: 1. Business 2. Office automation
3. Education 4. Weather forecasting

29. What is meant by online banking? / What is e-banking? Or Use of computer in banks. **(6 times) 2018**

Ans: Now a day, anyone can transfer money from one place to another place by using online banking. It means that by using internet we can withdraw cash any time at any place. It is fast and easy way to transfer money. ATM is its best example.

2017

30. Define document management system. (2 times)

Ans: Document management system provides different facilities for office automation. It may include application like word processing, desktop publishing, image processing, archival storage application.

31. How computer can be used in airline system.

Ans: Computer can be used in airline system to control air craft. The pilot can interact with the control room on different airports during his flight. Computer can be used in airline system for reservation of seats for the customer.

32. How CAM works.

Ans: Computer aided manufacturing process is used to control all parts of manufacturing process. CAM software use digital design output from CAD system. It uses that design to control production machinery.

33. State the purpose of computer aided design.

Ans: Computer aided design is used to display designs and builds production models using software. It is also used to test these model. CAD is used in designing new cars, aircrafts and buildings.

34. How computer can be used in departmental store.

Ans: In departmental store cashier can enter the sale data into the computer by using the barcode reader. The computer use this input to calculate bills. The record of sale can be stored in the computer.

2018

35: List any two applications of computer in education?

Ans: Computer can be used in education field to improve teaching and learning process.

1. Computer- based training (CBT): CBT are different program that are supplied on CD-ROM. These programs include text, graphics and sound.

2. Online Education: Many web sites provide online education. You can download educational material, books and tutorials without going outside. Some universities provide online lectures for the students.

36: Write any two advantages of using ATM in banks?

Ans: ATM is used to withdraw cash from machine. Bank Provide credit card that can be used to purchase different items using the internet. Bank uses computer to maintain customer accounts. The transaction is handled easily and quickly with computerized system.

2019

37. List four benefits of video conferencing?

Ans: Four benefits of video conferencing are as follows:

i) It is an easy way of conducting meetings
ii) It is very cost effective as it saves money required for traveling
iii) It saves a lot of time
iv) It saves the effort that is required to conduct actual meeting

38. Write four benefits of computer-based training?

Ans: Four benefits of computer-based training are as follows:

i) Students can learn new skills at their own pace
ii) Students can easily acquire knowledge in available time of their own choice
iii) The skills can be taught at any time and at any place
iv) It is very cost-effective way to train a large number of students locally or at distant places.

39. Write two uses of computer at home?

Ans: Two uses of computer at home are as follows:

People can manage office work at home. They can control their office while sitting at home

i) Any person can find any type of information from internet using computer. Educational and informative websites are available to improve knowledge

OBJECTIVES (MCQ'S) OF CHAPTER-5 IN ALL PUNJAB BOARDS 2011-2021

1. Which is not a kind of Register:
(a) Flag (b) Segment (c) Accumulator (d)Math-Co-processor

2. Computer cannot boot if it does not have: (3 Times)
(a) Compiler (b) ALU (c) Interpreter (d) Operating System

3. Which one is faster? (4 times 2018)
(a) RAM (b) cache (c) register (d) hard disk

4. Checking a computer program for errors is called: (2 times)
(a) Correcting (b) Running (c) Bugging (d) Debugging

5. The order of stack is: (3 times)
(a) FIFO (b) LIFO (c) GIGO (d) FIGO

6. The important characteristic of RAM is: (2 Times)
(a) Reads only (b) Writes only (c) Nonvolatile (d) Volatile

7. MC allows direct communication to:
(a) Monitor (b) A network (c) Printer (d) Modem

8. Types of language translators are::
(a) 1 (b) 2 (c) 3 (d) 4

9. The address bus is::
(a) Bidirectional (b) Unidirectional (c) Multidirectional (d) Circular

10. Which is not a type of memory: (3 Times)
(a) DRAM (b) SRAM (c) ROM (d) FRAM

11. CPU includes all of the following components Except? (4 times)
(a) Primary storage (b) ALU (c) Control unit (d) Register

12. Which of the following is a component of a modern CPU:
(a) ALU (b) Computer bus (c) Main memory (d) ROM

13. An identifiable location in memory where data are kept is called:
(a) Space (b) Address (c) Location (d) Cell

14. Expansion cards are inserted into: (2 Times)
(a) Processor (b) Peripheral devices (c) Slots (d) ALU

15. The process of storing the programs and data in memory is called:
(a) CPU (b) Data processing
(c) Stored Memory concept (d) Register

16. Which memory is used to speed up the computer processing: (2 times)
(a) ROM (b) Cache Memory (c) BIOS (d) RAM

17. The piece of hardware that temporarily holds data and programs is called:
(a) Primary storage (b) CPU (c) Secondary storage (d) Out put

18. The extension of an executable file is:
(a) Xls (b) .doc (c) .ext (d) .exe

19. The ALU performs arithmetic and operations:
(a) Logical (b) Logging (c) Loading (d) Addition

20. Data and program not being used by computer are stored in:
(a) Secondary storage (b) Cache (c) Primary storage (d) Printer

21. A set of instruction that run the computer is:
(a) Hardware (b) Document (c) CPUs (d) Software

22. Address of instruction under processor execution is contained within:
(a) Program counter (b) Current instruction register
(c) Memory Address register (d) Memory buffer register

23. ALU performs following actions:
(a) Control computer operations (b) Performs arithmetic functions
(c) Performs logic functions (d) Both B and C

24. _____ is a storage device: (2 times)
(a) CPU (b) Clock (c) Floppy disc (d) Bus

25. Syntax errors are detected by:
(a) Compiler (b) Linker (c) Loader (d) Debugger

26. The cells of memory are logically organized into group of:
(a) 8 bits (b) 5 bits (c) 7 bits (d) 6 bits

27. ALU has _____units: (2 times)
(a) 2 (b) 3 (c) 4 (d) 5

28. Which of the following memories needs to refresh: (2 times)
(a)SRAM (b) DRAM (c) ROM (d) PROM

29. _____ is not a secondary storage device:
(a) CD-ROM (b) Hard disk (c) CPU (d) DVD-ROM

30. The output of compiler is called: (3 Times) 2018
(a) Source code (b) Object code (c) Source program (d) None of these

31. Temporary storage area within CPU is called: (5 Times) 2018
(a) Register (b) ROM (c) RAM (d) None of these

32. _____ is volatile:
(a) RAM (b) ROM (c) Hard disk (d) Floppy disk

33. Types of translator are:
(a) Compilers (b) Interpreters (c) Assemblers (d) All of these

34. Size of Ax register is:
(a) 8 bits (b) 16 bits (c) 32 bits (d) 64 bits

35. Which one is not a type of ROM:
(a) PROM (b) EPROM (c) EEPROM (d) FPROM

36. Usually RAM has types: (2 times 2018)
(a) 2 (b) 3 (c) 4 (d) 5

37. _____is not kind of register.
(a) Flag (b) segment (c) math coprocessor (d) accumulator

38. A set of electrical paths used to transfer data is called: (2 Times)
(a) Printer (b) Keyboard (c) Monitor (d) Bus

39. Memory is made up of.
(a) Cells (b) Set of wires (c) Set of circuits (d) Set of buses

40. Brain of computer that executes a set of instructions is called:(3 Times)
(a) Bus (b) CPU (c) Monitor (d) Register

41. If memory location is to be read, CPU places address in:
(a) MBR (b) PC (c) MAR (d) MCR

42. Which of the following is NOT a type of bus? (3 times 2018)
(a) System bus (b) Data bus (c) Address bus (d) Time bus

43. How many types of addressing schemes are: (2 times 2018)
(a) 2 (b) 3 (c) 4 (d) 5

44. _____ component is responsible for computation of data:
(a) Control unit (b) ALU (c) memory (d) Rom

45. Combination of 4-bits is called:
(a) Byte (b) Word (c) gigabyte (d) nibble

46. Which one of is slower?
(a) RAM (b) Hard disk (c) Register (d) Cache

2016

47. The term that refers to all input, output and secondary storage devices is called:
(a) Central unit (b) Network point (c) Peripheral (d) Internal memory

48. How many bits are carried by one line of data bus?
(a) 1 (b) 2 (c) 3 (d) 4

49. Which one is a signal?
(a) 1/0 (b) DMA (c) Interrupt (d) memory

50. A characteristic of ROM is that it is:
(a) Volatile (b) read only (c) write only (d) read and write

51. Which of the following is a temporary memory?
(a) ROM (b) PROM (c) RAM (d) EPROM

52. Which component of CPU is responsible for fetching the instruction from main memory:
(a) ALU (b) control unit (c) hard disk (d) cache

53. CPU is an example of :
(a) Software (b) program (c) an output unit (d) hardware

54. Which component is responsible for comparing the contents of two pieces of data?
(a) Arithmetic unit (b) control unit (c) logic unit (d) memory

55. Which register holds the address of the next instruction to be fetched for execution: (2 times)
(a) PC (b) IR (c) MAR (d) MBR

2017

56. RAM holds the data/Instruction:
(a) Temporarily (b) Permanently (c) Partially (d) Casually

57. The component of Computer that executes the instruction is called:
(a) CPU (b) Cache Unit (c) RAM (d) Mother board

58. Modern computers can perform calculations or processes at:
(a) Per nano second (b) per micro second (c) Per second (d) per minute

59. All are General purpose Registers Except:
(a) EBX (b) ECx (c) EDx (d) EEx

60. Which Bus allows the processor to communicate with peripheral device?
(a) System Bus (b) Expansion Bus (c) Data Bus (d) Control Bus

61. CPU is also called:
(a) ALU (b) CU (c) Processor (d) Bus

62. Extra segment register deals with:
(a) Stacks data (b) I/O units (c) Mathematical data (d) Variables

63. The size of segment register is:
(a) 1-byte (b) 2-bytes (c)4-bytes (d) 8-bytes

64. Electric path used of transfer data is called:
(a) Computer architecture (b) computer organization
(c) Computer bus (d) computer clock

65. Which CPU register hold the address of next instruction to be executed:
(a) Instruction register (b) Memory buffer register
(c) Memory address register (d) program counter register

66. The idea of storing a program in memory was given by: (2 times)
(a) John Von Neuman (b) Dr. Abdul Qadir (c) Dr. Abdul Salam (d) Pascal

2018

67. How many types of language translator are there?
(a) 1 (b) 2 (c) 3 (d) 4

68. The program that contains the instructions to operate a device is called: (2 times)
(a) device driver (b) device operator (c) device system (d) device operating system

69. CPU sends command signals through:
(a) Data bus (b) address bus (c) control bus (d) expansion bus

70. Which components is used to connect different parts of the computer together?
(a) buses (b) control unit (c) main memory (d) I/O Unit

71. The maximum number of primary partitions that can be created on a basic disk are:
(a) 2 (b) 4 (c) 6 (d) 8

72. Which is a type of RAM?
(a) SRAM (b) CRAM (c) ERAM (d) FRAM

ANSWERS

1	2	3	4	5	6	7	8	9	10	11	12	13	14
D	D	B	D	B	D	A	C	B	D	A	A	D	C
16	17	18	19	20	21	22	23	24	25	26	27	28	29
B	A	D	A	A	D	C	D	C	A	A	A	B	C
31	32	33	34	35	36	37	38	39	40	41	42	43	44
A	A	D	B	D	A	C	D	A	B	C	D	A	B
46	47	48	49	50	51	52	53	54	55	56	57	58	59
B	C	A	C	B	C	A	D	C	A	A	A	C	D
61	62	63	64	65	66	67	68	69	70	71	72		
C	D	B	C	D	A	C	A	C	A	B	A		

SHORT QUESTIONS OF CHAPTER-5
IN ALL PUNJAB BOARDS 2011-2021

1. Why RAM or Main memory is called Volatile Memory? OR What is volati Memory? **(9 Times) 2017**

Ans. RAM (Random Access memory) is temporary memory. When the power is turne off, the information in this memory is lost. Thus it is called volatile memory.

2. What is DRAM? **(2 times 2018)**

Ans. DRAM stands for Dynamic Random Access Memory, a type of memory used i most computers. Dynamic Random Access Memory must have an electr current to maintain electrical state.

3. What do you know about BUS Interconnection? **(5 Times)**

Ans. A computer system consists of CPU, main memory and I/O units. Thes components have to be connected to transfer data from one component t another. The use of buses to connect different components is known as bu interconnection

4. Describe some activities of Control Unit. / Write functions of Control Unit. **(3times 2018)**

Ans. Control unit direct the operation of Computer system. Control Unit fetche instructions from main memory. It interprets that instruction to find wha operation is to be performed. It controls the execution of instruction.

5. What is Zero-Address Instruction Format? **(2 Times)**

Ans. An instruction that contains no address fields, operand sources and destinatio are both implicit. It may for example enable stack processing: a zero-addres instruction implies that the absolute address of the operand is held in a specia register that is automatically incremented (or decremented) to point to th location of the top of the stack.

6. State the purpose of executes instruction.

Ans. Once a program is in memory it has to be executed. To do this, each instructio must be looked at, decoded and acted upon in turn until the program i completed. This is achieved by the use of what is termed the instructio execution cycle', which is the cycle by which each instruction in turn i processed. However, to ensure that the execution proceeds smoothly, it is also necessary to synchronize the activities of the processor.

7. Define I/O Unit. OR Define the role of I/O units. **(5 Times)**

Ans. Input/output (I/O) is very important component of computer. I/O unit controls the processor's communication with peripheral devices such as monitor and printer etc. Different registers are used to store the data coming in or going out. A peripheral device selection unit is used to determine the interface for sending data.

8. **What does ALU do in computer Architecture? OR Write down the purpose of ALU?** **(3 times 2018)**

Ans. An arithmetic-logic unit (ALU) is the part of a computer processor (CPU) that carries out arithmetic and logic operations on the operands in ' computer instruction words. In some processors, the ALU is divided into two units, an arithmetic unit (AU) and a logic unit (LU).

9. **What is Motherboard?** **(2 Times)**

Ans. The main circuit board of a microcomputer, the motherboard contains the connectors for attaching additional boards. Typically, the motherboard contains the CPU, BIOS, memory, mass storage interfaces, serial and parallel ports, expansion slots, and all the controllers required to control standard peripheral devices, such as the display screen, keyboard, and disk drive. Collectively, all these chips that reside on the motherboard are known as the motherboard's chipset

10. **Define the term Compiler?** **(2 Times)**

Ans. The program that translates a high-level language program into machine language is called a compiler. Once a program has been translated into machine code it can be loaded into the main memory and executed by the CPU: The high-level language version of the program is usually called the source code and the resulting machine code program is called the object code.

11. **Differentiate between source code and object code.** **(10 Times)2018**

Ans. Source code is easy to understand and modify. Normally source code is written in high level language. Object code is difficult to understand and modify. Source code contains fewer statements than object code

12. **What does permanent Storage device do?**

Ans. Permanent storage devices are used to store data and program permanently. Permanent storage devices are used to store large volume of data and program. Important permanent storage devices are Hard disk Floppy disk and compact disk.

13. **Why does Machine Language program execute faster?** **(3 Times)**

Ans. A types of language in which instructions are written in binary form. It is the only language that is directly understood by the computer. It is the fundamental language of the computer.

14. **Describe the role of main memory in computer system.** **(3 times 2018)**

Ans. RAM is the main memory of any system, it is directly readable by the Central Processing Unit (CPU) of a computer system. Every computer system has a Random Access Memory. It's installed into the motherboard slots of a computer system.

15. **State computer architecture.** **(4 Times)2018**

Ans. A computer is a combination of various components. These components perform different tasks. All components work together and communicate with one another. The way in which these components are connected with one another is known computer architecture.

16. **List different units of CPU.** **(2 times)**

Ans. CPU consists of three units. These are CPU memory (registers), Arithmetic and logic unit (ALU) and Control Unit (CU).

17. **What is SRAM?** **(4 Times)2018**

Ans. SRAM stands for static random access memory. In SRAM technology, the memory cells are made from digital gates and each cell can hold its value without any need to refresh the data as long as the power is supplied to it. No refreshing is required to SRAM. These chips are faster than the DRAM chips also utilize less power. The SRAM chip is more expensive than the DRAM chip. It most modern computer SRAM technology is used to build very fast memory. This memory is known as the cache memory

18. **Why does DRAM use more power?**

Ans. DRAM stands for Dynamic Random Access Memory, a type of memory used in most computers. Dynamic Random Access Memory must have an electric current to maintain electrical state.

(3 Times)

19. What are system buses?

Ans. The system buses are also called the internal buses. The system buses are the part of motherboard. These are used to connect the main component of the computer such as CPU and main memory as well as other devices that reside on the motherboard. Computer normally has system bus of 70-100 lines.

20. List names of address or segment registers. (2 Times) 2017

Ans. Some address or segment registers are:

i. Code Segment
ii. Data Segment
iii. Extra Segment
iv. Stack Segment

21. Define Assembler. (2 Times)

Ans. The language translator program that translates the program written in assembly language into machine code is called assembler.

An assembler performs the translation process in similar way as compiler. But assembler is the translator program for assembly language (a low-level programming language), while a compiler is the translator program for high-level programming language.

22. Define Programming language. (2 Times)

Ans. A language is defined as the way of communication between two persons. Therefore, computer-programming is defined as a way of communication between user and the computer. The language is used to develop computer software.

23. State the use of parallel port. (2 times 2018)

Ans. Parallel port is used to connect devices that transfer many bits at a time. Printers connect to computer using a parallel port.

24. State the purpose of CPU registers. Define register (5 Times) 2017

Ans. CPU registers are small memory locations inside CPU. It is used to store data temporary. The read and write speed in these memory location is very high. Registers are used to store different type of data. Each register has a predefined function.

25. What are interrupts? (8 Times) 2018

Ans. In this scheme the processor issues of the command to the I/O devices. When the devices get ready, these generate an interrupt signal for the processor. On sensing this signal, the processor suspends all other processing and performs the I/O operation. The disadvantage of this scheme is that it reduces the overall performance of the process.

26. What is instruction Set? (3 Times) 2018

Ans. CPU provides its users with a number of instructions so that the users can perform different operation supported by the CPU. The set of all instructions provided by a CPU is commonly known as the instruction set of that CPU. These instructions are used to solve different problems.

27. Describe assembly language.

Ans. It is another low level programming language because the program instructions written in this language are close to machine language. In this language, symbols are used instead of binary digits to write program instructions. Therefore, this language is also called the low level symbolic language. The program instructions written in assembly language are called mnemonic code.

28. State the use of serial port. What is serial port? (5 Times)

Ans. A Serial port provides a connection for transmitting data one bit at a time. A serial port connects your computer to a device such as modem, which requires two-way data transmission, or to a device such as mouse, which requires only one way data transmission.

29. **Name two parts of instruction format.**

Ans. i) Operand code (ii) Address of the operand

30. **Define Stack.** **(6 Times) 2017**

Ans. A stack represents a set of memory blocks, in which data is stored in and retrieved from these blocks in an order i.e. Last-In-First-out (LIFO). The stack control register is used to manage the stacks in memory. The size of this register is 2 or 4 bytes.

31. **What is Decoding?**

Ans. Decoding is the reverse of encoding. It converts encoded data communication transmissions and files to their original form.

32. **What is logic unit of ALU?**

Ans. Logic unit is a part of ALU. ALU compares the numerical data as well as alphabetic data. For example, it checks whether first number is greater than second, less than second or equal to second.

33. **What is program counter?** **(2 times)**

Ans. A program counter is a register in a computer processor. This register holds the address of the next instruction to be fetched for execution. When this instruction is fetched, its value is incremented so that it still has the address of next instruction.

34. **Differentiate between AL and AH register.**

Ans. AL is called the Low (low-order) byte, AH is called the High (high-order) byte.

35. **What is the function of DMA?** **(2 times 2018)**

Ans. In this scheme the processor issues the I/O command and then gets busy in some other useful task. The special hardware gets the data from the I/O device and uses the system bus to place in the main memory. It is useful to note that the data is transfused when the processor does not need the system bus. So the processor does not have to wait for the I/O operation to complete. The disadvantage of this scheme is that it is more complex and extensive, as more hardware is needed.

36. **Differentiate between RAM and ROM.** **(2 times)**

Ans.

RAM	ROM
It is read and writes memory.	It is read only memory.
It is volatile memory.	It is non-volatile memory.
It is temporary memory.	It is permanent memory.
It has small storage capacity.	It has large storage capacity.
The user can read and write data and programs into it at any time during data processing.	The manufacturer of the ROM can only write data and programs into it at its manufacturing time.
Data is written into it using electrical devices.	Data is written into it using special devices and ultraviolet rays.

37. **Define PROM.** **(3 Times)**

Ans. PROM stands for programmable read only memory. This form of ROM is initially blank. The user or manufacturer can write data and programs on it by using special devices. The user can write data and instructions on it once. If there is any error in writing, the instructions, the error cannot be removed from PROM. The chip becomes unusable.

38. **Define high level language.**

Ans. The programming languages that are close to human languages called high level language. The languages are similar to English language. The program instruction of these languages is written in English word such as input and print.

39. **Define source code.**

Ans. Source code is easy to understand and modify. Normally source code is written in high level language. Object code is difficult to understand and modify. Source code contains fewer statements than object code.

40. Define main memory. **(4 Times) 2018**

Ans. Primary storage, also known as main storage or memory, is the area in a computer in which data is stored for quick access by the computer's processor. The terms random access memory (RAM) and memory are often as synonyms for primary or main storage.

41. Describe different units of CPU.

Ans. A central processing unit (CPU) is the electronic circuitry within a computer that carries out the instructions of a computer program by performing the basic arithmetic, logical, control and input/output operations specified by the instructions.

42. List some important components of computer architecture.

Ans. Different components of computer architecture are control unit, ALU main memory, I/O unit and bus interconnection.

43. What do you know about I/O devices?

Ans. Input/output (I/O) is very important component of computer. I/O unit controls the processor's communication with peripheral devices such as monitor and printer etc. Different registers are used to store the data coming in or going out. A peripheral device selection unit is used to determine the interface for sending data.

44. Describe Cache memory. **(7 Times) 2018**

Ans. Cache memory usually has a very small size as compared to the main memory in the computer but plays a very important role in increasing the performance of a computer system.

45. Why is ROM called Non volatile?

Ans. ROM stands for Read Only Memory. It stores data and instructions permanently. When the power is switched off, the instructions stored in ROM are not lost. Therefore ROM is called non volatile memory. **(2 Times)**

46. Define operating System.

Ans. Operating system is system software that provides an interface for the user to interact with the computer. Without a computer operating system a computer would be useless. The purpose of an operating system is to organize and control hardware and software so that the devices manage their behaviors in a flexible but predictable way. **(2 times)**

47. What is microprocessor?

Ans. Microprocessor is a computer processor that incorporates the functions of a computer's central processing unit (CPU) on a single integrated circuit (IC), or at most a few integrated circuits. The microprocessor is a multipurpose, programmable device that accepts digital data as input, processes it according to instructions stored in its memory, and provides results as output. It is an example of sequential digital logic, as it has internal memory. Microprocessors operate on numbers and symbols represented in the binary numeral system.

48. What are I/O instructions? **Or** **State the purpose of I/O instructions.**

Ans. Every CPU provides if users with the operations of reading data from a peripheral device and writing data to a peripheral device. To use these operations a programmer may use input and print commands provided by the CPU. **(3 times) 2018**

49. Define instruction format?

Ans. A computer will usually have a variety of instruction code formats. It is the function of the control unit within the CPU to interpret each instruction code and provide the necessary control functions needed to process the instruction. **(2 times)**

50. What is instruction register?

Ans. Instruction register is used to store the fetched instructions. The instruction is also decoded in this register. **(2 times) 2017**

51. What is CPU? (2 Times)

Ans. CPU stands for Central processing Unit. A central processing unit (CPU) is the electronic circuitry within a computer that carries out the instructions of a computer program by performing the basic arithmetic, logical, control and input/output operations specified by the instructions.

52. Define accumulator register.

Ans. Accumulator register is used for arithmetic and data operations.

53. Why does machine language program execute faster? (3 Times) 2017

Ans. A types of language in which instructions are written in binary form. It is the only language that is directly understood by the computer. It is the fundamental language of the computer.

54. What is code segment register?

Ans. The Code segment register holds the base location of all executable instructions (code) in the program.

55. What is ALU?

Ans. ALU is a part of a computer that performs all arithmetic and logical operations

56. Why does SRAM use less power than DRAM?

Ans. SRAM stands for static random access memory. In SRAM technology, the memory cells are made from digital gates and each cell can hold its value without any need to refresh the data as long as the power is supplied to it. No refreshing is required to SRAM. These chips are faster than the DRAM chips and also utilize less power. The SRAM chip is more expensive than the DRAM chip. In most modern computer SRAM technology is used to build very fast memory. This memory is known as the cache memory.

57. Give some examples of high level languages. (2 Times)

Ans. (i) BASIC (ii) FORTRAN (iii) COBOL
(iv) C/ C++ (v) JAVA (vi) Visual Basic

58. What is stack pointer register? Or Describe Stack pointer register function. (3 times) 2017

Ans. A stack is a set of memory blocks the data is stored in and retrieved from these blocks in an order, i.e. Last in first out (LIFO). The stack control register is used to manage the stacks in memory. The size of this register is 2 or 4 bytes.

59. How control unit works?

Ans. The control unit reads the instructions from the memory and decodes these instructions. This unit uses other components of the computer to execute the instructions given to the computer.

60. Define the structure of main memory.

Ans. Primary storage, also known as main storage or memory, is the area in a computer in which data is stored for quick access by the computer's processor. The terms random access memory (RAM) and memory are often as synonyms for primary or main storage.

61. Differentiate between PROM and EPROM. (2 times)

Ans. **PROM:** PROM stands for programmable read only memory. This form of ROM is initially blank. The user or manufacturer writes data and programs on it by using special devices. The user can write data and instructions on its on once. If there is any error in writing, the instructions, the error cannot be removed from PROM. The chip becomes unusable.

EPROM: EPROM stands for erasable programmable read only memory. This kind of ROM can be re-written by using electrical devices. Data stored on EPROM can be modified.

62. What are expansion buses? (2times 2018)

Ans. Expansion buses are also referred to as external buses. These buses connect the external devices such as keyboard, mouse, modem, printer etc, to the processor. Expansion buses are connected to the system bus. Expansion buses allow the

processor to communicate with the peripherals. We connect a peripheral with the system unit through a port on an adapter card.

63. State the use of register. **(2 times) 2017**

Ans. CPU Register is a small high-speed memory. It is used to store data temporary. Data is stored in registers from main memory for execution. CPU contains a number of registers. Each register has a predefined function.

64. Define operand code. **(3 Times) 2017**

Ans. The operand code specifies the operation to be performed by the computer such as ADD, COMPARE etc.

65. Describe computer architecture. OR What is computer architecture? **(2 times)**

Ans. A computer is a combination of various components. These components perform different tasks. All components work together and communicate with one another. The way in which these components are connected with one another is known as computer architecture.

66. Write down the function of memory Address Register. / What is the use of Memory Address Register ? **(3 times 2018)**

Ans: Memory address register is used to store memory address being used by the CPU. When CPU wants to read or write data in memory, it stores the address of that memory location in this register.

67. Describe three address instruction format. **(2 times 2018)**

i. Zero address instruction format ii. One address instruction format.
iii. Two address instruction format iv. Three address instruction format.

68. Describe DMA with respect to I/O unit.

Ans: DMA stands for direct memory access. it uses a hardware component known as DMA controller. This scheme transfers data between main memory and I/o devices without using CPU. The processor issues I/o command when data transfer is required. It can perform other processes after issuing command. The data is transferred between main memory and I/o device. The I/o unit issues a signal to CPU when data transfer is complete.

69. What do you mean by 1/0 read and 110 commands?

Ans: 1/0 command means that the true / false if CPU returns 1 it means true while if CPU returns 0, it means false. While 110 is the address of a register or a memory cell.

70. Write one difference between Primary Memory and Cache Memory.

Ans: Primary memory: primary memory is also known as main memory. Main memory is an important component of computer. It is used to store program and data that are being executed. It is also known as working area of a computer system.

Cache memory: it is a small and very fast memory. It designed to speed up the transfer of data and instructions. It is faster than RAM. The data and instructions that are most recently and frequently used by CPU are stored in cache memory.

71. Write the purpose of Data Transfer Instructions. **(3 times 2018)**

Ans: The instructions used to transfer data from one component to another component during program execution is called data transfer instructions. All CPUs provide different instructions to transfer data. A programmer can use these instructions to move data in CPU. These instructions can also copy data from CPU to the main memory.

72. Write function performed by logic unit.

Ans: Logic unit of ALU performs logical operations like comparing two data items to find which data item is greater than, equal to or less than the other.

73. Describe computer program.

Ans: A well-defined set of instructions given to the computer to solve a particular problem is called computer program. A computer program is written in a programming language. A programmer can use any language to write a computer program.

74. List name of four different address registers.

i. Code segment (CS) ii. Data segment(DS)
iii. Extra segment (ES) iv. Stack segment (SS)

75. Write any two functions performed by ALU.

- Perform basic arithmetic functions like addition, subtraction, multiplication and division.
- It also compares numbers by using logical unit.

76. How is data transferred from peripheral devices to computer? (5 Times) 2018

Ans: Different peripheral devices are used to transfer data into the computer. The speed of these devices is much slower than processors. Two techniques for transferring data from peripheral device to computer are a) interrupts b) DMA (Direct Memory Access)

77. Name any four general purpose registers. (5 Times) 2018

i. Accumulator register ii. Base register iii. Counter register iv. Data register

78. Differentiate between operand code and operand.

Ans: The operand code specifies the operation to be performed by the computer such as ADD, COMPRAE, etc. an operand can be a value or register number on which the operation is performed.

79. Differentiate between serial port and parallel port. (4 Times) 2018

Ans: When using the serial port, the bits are sent and sequentially one at a time over that data wire. A parallel port has multiple data wires and the bits are sent simultaneously even though a serial port is slow, it can transfer data faster than a human can type.

80. Write the use of Parallel Port?

Ans: A parallel port has multiple data wires and the bits are sent simultaneously even though a serial port is slow, it can transfer data faster than a human can type. It is used to connect device that transfer many bits at a time. Printers connect to computer using a parallel port.

81. Describe High Level Language. (2 times) 2017

Ans: The type of language which is far away from computer and nearer to humans is called high level language. Near to human means a human can easily understand and learn it. It uses English like words etc. Example of high level language are C++, java, c# etc.

82. What is control unit?

Ans: It is an important component of the CPU. It acts like a supervisor of a computer. It controls all activities of the computer system like transfer of data from one component to another etc.

83. Why RAM is used in computer? (2 times)

RAM is a volatile memory. It means that its contents are lost when the power is turned off. RAM is a read/write memory. CPU can read data from RAM and write data to RAM. It is used to store data and instructions while it is being executed.

2017

84. Brief about low level language. (2 times 2018)

Ans: Low level language is near to computer hardware and for form human language. Low level language has two types i.e. machine language and assembly language.

85. What is object code?

Ans: A program in machine language is called object code. It is also called object program or machine code. Computer understands object code directly.

2018

86. What is stack register?

Ans: A stack is set of memory locations in which data is stored and retrieved in an order. This order is called Last-In-first-out (LIFO).the data item stored at the top of stack is retrieved before retrieving the item below it. Stack pointer registers are used to manage stack in computer.

87. Define Port?

Ans: A port is an interface or connection point through which peripheral devices are connected to the computer. A computer has different types of ports to connect different devices. Some commonly used ports are USB port, HDMI port and audio port etc.

88. Why ALU is necessary for a computer System?

Ans: ALU is a part of CPU where actual execution of the instruction takes place. All arithmetic and logical operations are performed in ALU.

89. Why I/O instructions are used?

Ans: Every CPU provides the operation of reading data from peripheral device and writing data to peripheral devices. These devices include keyboard, mouse and disks etc. A programmer can use I/O operations by issuing different input and output commands.

90. Write the use of memory buffer register?

Ans: Memory buffer register is used to store the data coming from the memory or going to memory.

91. What is the concept of memory address?

Ans: The memory consists of memory cells. Each memory cell has a unique number. This number is called memory address.

2019

92. Why EEPROM is used?

Ans: EEPROM is used because in this memory, user can erase and write instructions with the help of electrical pulses. If there is any error in writing the instructions, the users can erase the content electronically. The contents of EEPROM can be modified easily.

93. State the purpose of control bus?

Ans: Control bus is used to transmit different commands or control signals from one component to another component. Suppose CPU wants to read data from main memory. It will use control bus to send the memory read command to the main memory of computer.

94. Differentiate between Linker and Loader?

Ans: The key difference between linker and loader is that the linker generates the executable file of a program whereas, the loader loads the executable file obtained from the linker into main memory for execution.

95. What is the difference between compiler and interpreter?

Ans: The compiler converts the instructions of a high-level language into machine language as a whole. An interpreter translates one instruction of the program at a time. The compiler generates object code but interpreter does not generate any object code.

96. Why ROM is used in computer system?

Ans: ROM is used to store instructions that prepare the computer for use. When the computer is switched on, the instructions stored in ROM are automatically executed.

97. List any four functions of operating system?

Ans: Four functions of operating system include booting, memory management, process management, data security and providing interface to the users.

98. How does an instruction differ from operation?

Ans: An instruction is a command that is executed by CPU to perform a task. An operation is the task that is performed by CPU. An operation always depends on the given instruction.

99. Define General Purpose Register?

Ans: General purpose registers are used in mathematical and logical operations. These registers are part of ALU. The size of these registers can be 1 to 4 bytes. Different general-purpose registers are Accumulative register, Base register, Counter register and Data register.

100. Describe the role of memory management?

Ans: Memory management is the functionality of an operating system which handles or manages primary memory and moves processes back and forth between main memory and disk during execution. Memory management keeps track of each and every memory location, regardless of either it is allocated to some process or it is free.

101. What is the purpose of fetch instruction?

Ans: The processor uses fetch instruction to fetch the instruction from the memory. The instruction is transferred from memory to instruction register.

102. Differentiate between SRAM and DRAM?

Ans: DRAM requires electrical current to maintain its state. The electrical charge decreases with the time that may result in loss of data SRAM does not require refreshing. It holds the data indefinitely as long as computer is on. It is faster than DRAM but it is more complex.

103. How does cache memory work?

Ans: A copy of data and instructions is stored in cache it is retrieved from RAM for first time. The next time CPU needs that data, it first looks in cache. If required data is found there, it is retrieved from cache memory instead of main memory. It speeds up the working of CPU.

104. How compiler works?

Ans: The compiler checks each statement in the source program and generates machine instructions. Compiler also checks syntax errors in program. A source program containing syntax error cannot be compiled.

105. Differentiate between CX and DX registers?

Ans: CX is known as the counter register, as the ECX, CX registers store the loop count in iterative operations. DX is known as the data register. It is also used in input/output operations. It is also used with AX register along with DX for multiply and divide operations involving large values.

106. Define the role of interpreter?

Ans: An interpreter is a program that converts one statement of a program into machine language at one time. It executes this statement before translating the next statement. If there is an error in the statements, the interpreter stops working and displays an error message.

LONG QUESTIONS OF CHAPTER-5 IN ALL PUNJAB BOARDS 2011-2021

1. Define Von Neumann design of stored program computer with the help of diagram. Also write the function of each component briefly.
2. Define Computer Bus. Explain three types of System Buses. (10 Times)
3. What is Random Access Memory (RAM)? Describe its two types (2 times)
   Explain different types of system buses. (2 Times)
4. Define and explain fetch decode _execute cycle of CPU.
5. What is ROM? Write its different types in detail. (2 Times)2018
6. Define language processor or translators and their use. Explain different types of language processors. (9 Times)2018
7. Define CPU and explain its parts. (2 times)

OBJECTIVES (MCQ'S) OF CHAPTER-6
IN ALL PUNJAB BOARDS 2011-2021

1. This is not a biometric technique: **(5 Times)2018**
(a) Badge (b) Retina (c) Face (d) Palm print

2. A virus that replicates itself is called: **(8 Times) 2018**
(a)Bug (b) Bomb (c) Worm (d) Vaccine

3. Which of the followings is not an antivirus program? **(4 Times)**
(a)McAfee (b) logic bomb (c) Norton (d) Dr. Solomon

4. Harmful for computer is:
(a)Antivirus (b) Virus (c) Freeware (d) Shareware

5. Trojan Horse is a: **(5 Times)2018**
(a)Antivirus (b) Virus (c) Software (d) Hardware

6. Another name for anti-virus is: **(4 times 2018)**
(a)Vaccine (b) Worm (c) Trojan horse (d) DES

7. The right of person to keep his information away from other is called: (2 Times)
(a)Privacy (b) Private (c) Secrecy (d) Right

8. A process of encoding for the purpose of data security is called:
(a)Password (b) Coding (c) Encryption (d) Pin code

9. McAfee is a: **(4 times 2018)**
(a)Virus (b) Antivirus (c) Hacker (d) Worm

10. A virus that replication for personal computer include:
(a)Bug (b) Worm (c) Vaccine (d) Bomb

11. Security protection for personal computers include:
(a)Internal components (b) Lock and cables (c) Software (d) All of these

12. Software that is available free for a limited period of time is called: 3 times 2018
(a)Freeware (b) Shareware (c) Groupware (d) Relative

13. A person who gains illegal access to a computer system: **(4 times 2018)**
(a)Hacker (b) Worm (c) Software pirate (d) none of these

14. _____is not a virus:
(a)Trojan horse (b) Logic bomb (c) MacAfee (d) Redlof

15. Types of software that can be freely distributed without violating copyright laws are called:
(a) Shareware (b) Public domain (c) Copy protected (d) A &B

16. A secret word or numbers to be typed in on a keyboard before any activity can take place are called: **(3 Times) 2018**
(a) Biometric data (b) Data encryption (c) Password (d) Private word

17. _____is used for backup.
(a) RAM (b) Hard disk (c) Register (d) ROM

18. Making illegal copies of copyrighted software is called: **(2 times)**
(a) Software hacking (b) Software distribution
(c) Software browsing (d) Software piracy

19. Which is not cause of virus? **(2 times)**
(a) E-mail (b) networks (c) pirated software (d) logic bomb

20. Illegal copy of a software is known as:
(a) Pirated software (b) system software
(c) Application software (d) customized software

21. The virus which deletes MS Office files and disk partition information is called:
(a) Boot sector (b) Cherbonal (c) Logic bomb (d) Trojan horse

2017

22. Which is harmful for computer?
(a) Antivirus (b) Virus (c) Freeware (d) Shareware

23. **Which of the following media cannot be used as backup?**
(a) Hard disk (b) Floppy disk (c) RAM (d) Zipdisk

24. **Additional copy of your data is called:**
(a) back up of data (b) Taking of data (c) Moving the data (d) Forwarding the data

25. **A program that detects the viruses, called;**
(a) Virus (b) Groupware (c) Anti-virus (d) Shareware

26. **The virus which activated on a specific data and time is called:**
(a) Chernobal (b) Logic bomb (c) Redlof (d) Trojan Horse

2019

27. **The right to use the software on the computer is called:**
(a) Software piracy (b) Software license
(c) Intellectual property right (d) Software copyright

28. **Which virus executes when starting the computer?**
(a) Boot sector (b) Logic bomb (c) Trojan horse (d) Redlof

29. **A computer virus is a:**
(a) Disease (b) Software (c) hardware (d) Bacteria

30. **A program that interferes with the normal working of a computer is called:**
(a) bacteria (b) antivirus (c) virus (d) freeware

ANSWERS

1	2	3	4	5	6	7	8	9	10	11	11	12	13	14	15
A	C	B	B	B	A	A	C	B	B	D	A	B	A	C	A
16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
C	B	D	D	A	B	B	C	A	C	B	D	A	B	C	

SHORT QUESTIONS OF CHAPTER-6
IN ALL PUNJAB BOARDS 2011-2021

1. **How can virus damage computer?** **(2 times)**

Ans. A computer virus can damage data or software on the computer. It can c some or all files on the computer system. It can destroy all data by form hard drive .It may display a political or false message every few times.

2. **What is Anti-virus Software?**

Ans. Antivirus or anti-virus software (often abbreviated as AV), sometimes kn anti-malware software, is computer software used to prevent, det o remove malicious software. Antivirus software was originally deve detect and remove computer, Viruses.

3. **Define Legislation.**

Ans. The data protection legislation defines the laws that ensure data p on. tion Many countries have defined the data protection legislation. The data legislation of different countries is based on same basic principles.

4. **What do you mean by Security Threats?**

Ans. Data is an important and valuable asset of any organization. It is mo ortant than hardware. There are different threats to data security. The can be damaged in two ways:

i) Intentional threats ii) Unintentional threats.

5. **Define Security.** **(4 Time**

Ans. Security is a system of safeguards designed to protect a computer s and data from international and accidental damage or access by unauthorize son.

6. **Write about Biometric.** (4 Times) 2017

Ans. In information technology, biometrics usually refers to technologies measuring and analyzing human body characteristics such as fingerprints, retinas and irises, voice patterns, facial patterns, and hand measurement especially for authentication purposes.

7. **Define Computer Virus.** (4 Times)

Ans. Virus is a program that disturbs the normal working of the computer system. computer virus is a malware program that, when executed, replicates inserting copies of itself (possibly modified) into other computer programs, files, or the boot sector of the hard drive. when this replication succeeds, affected areas are then said to be "infected".

8. **Explain virus activation in computer.** (4 Times) 2017

Ans. When a virus starts working, it is called activation of virus. Different comput viruses are activated in different ways. For example, some viruses are activ on certain date. Usually these viruses are the part of the application program (or operating system). When the application program is run on the computer, checks the system date. If the system date matches the activation date of t virus, the virus is activated.

9. **What is password?** (4 times) 2017

Ans. Password is a secret code consisting of words, numbers, or a combination words and numbers applied to the system that must be typed on the keyboar to get access to the computer system.

10. **Define antivirus software.** (2 times 2018)

Ans. Antivirus or anti-virus software (often abbreviated as AV), sometimes known a anti-malware software, is computer software used to prevent, detect and remove malicious software. Antivirus software was originally developed to detect and remove computer viruses, hence the name.

11. **Define Software piracy.** (3 Times) 2017

Ans. Software piracy can be defined as "copying and using commercial software purchased by someone else". Software piracy is illegal.

12. **Give some causes of virus.** Or **How virus spread through E mail?** (5 Times) 2017

Ans. Viruses can spread if the user opens and download an email containing a virus or if the user downloads software from internet containing virus or if the user installs pirated software that contains virus.

13. **Why backup is important. Or define the term backup.** (5 Times) 2018

Ans. In information technology, a backup, or the process of backing up, refers to the copying and archiving of computer data so it may be used to restore the original after a data loss event.

14. **Briefly describe data security.** (4 Times)

Ans. Security is a system of safeguards designed to protect a computer system and data from international and accidental damage or access by unauthorized person.

15. **What is 1980 privacy protection act?**

Ans. The 1980 privacy protection act, which prohibits agents of federal government from making unannounced searches of press office if no one there is suspected of a crime.

16. **How does boot sector virus work?** (2 Times)

Ans. The boot sector virus modifies the program in the boot sector and is loaded into the memory whenever computer is turned on. The virus is attached with the executable files i.e. .exe, .com, .all files.

17. What do you mean by Data protection? **(2 times)**

Ans. Many organizations gathered data about their employees customers. Some of this data needed for efficiently processing the business transactions. Data belonging to a person or organization should be hidden from other persons or organizations. Unauthorized person should not be allowed to access or use that data without permission.

18. What is privacy issue? **(5 Times) 2017**

Ans. An individual has a right to see the data kept about him. For this he has the right to submit an application to view that data any time.

19. What is copyright act? **(2 Times) 2017**

Ans. The principal law governing software piracy is, the "copyright act 1976". According to this act software piracy is believed to be a punishable crime involving huge amounts of penalties.

20. What is pirated software?

Ans. The illegal copy of software is called pirated software.

21. What is antivirus?

Ans. Antivirus or anti-virus software (often abbreviated as AV), sometimes known as anti-malware software, is computer software used to prevent, detect and remove malicious software. Antivirus software was originally developed to detect and remove computer. Viruses hence the name.

22. What is the purpose of copyright act? **(2 Times) 2017**

Ans. The principal law governing software piracy is the "copyright act 1976". Software piracy is now a punishable crime. The punishment may involve huge amounts of penalties.

23. What is Redlof?

Ans. Redlof virus is a polymorphic virus. It is written in visual basic script. The virus relies on the Microsoft Active X component to execute itself. I: locates Folders.htt and infects that file. The folder.http is part of Microsoft Windows Active Desktop feature.

24. Why is data security important? **(2 times 2018)**

Ans. Data security is very important to run some organizations successfully. A person may enter the network of the organization and gain unauthorized access to the data. If the unauthorized person deletes important data, the business of the organization may be damaged severely.

25. Define incremental backup.

Ans. An incremental backup is one that provides a backup of files that have changed or are new since the last backup. This process is performed automatically in some software. In this type of backup, the entire disk is not copied. It takes less time and space than complete backup.

26. List names of two biometrics methods.

Ans: finger prints, human face recognition.

27. How pirated software spread viruses?

Ans: Virus can spread if user installs pirated software that contains virus. A variety of pirated software is available in CDs and from internet. Some companies intentionally ads viruses to this software. The virus is automatically activated if the user uses the software without purchasing license.

28. Who is a hacker? **(4 times 2018)**

Ans: A person who uses computers to gain unauthorized access to data is called hacker. In computing, a **hacker** is any highly skilled computer expert capable of breaking into computer systems and networks.

2018

29. Why we use bio –metrics in computer security? (2 times)

Ans: Biometrics is the use of voice prints, fingerprints, retinal scans, facial feature scans or other measurements of individual body characteristics. it provides best security to the system.

2019

30. How pirated software damage your data?

Ans: You expose yourself to malware when you install a pirated software Ransomware, Trojans, viruses and other malicious software can corrupt your device and the data you have in it. It leaves you vulnerable to attack. Some companies intentionally add virus in the software. The virus is automatically activated if the user uses the software without purchasing license.

31. Why user rights are assigned?

Ans: User rights are assigned to govern the methods by which a user can log on to a system. User rights are applied at the local device level, and they allow users to perform tasks on a device or in a domain. User rights include log on rights and permissions. Every authorized user should not be allowed to change or delete data.

32. What is boot sector virus?

Ans: The boot sector virus modifies the program in the boot sector. It is loaded into memory whenever computer is turned on. The virus is attached with executable files like .exe, .com and .dll files. When the user uses these files, the virus attached with these files is activated. It infects other files and perform destructive commands and destroys data files.

33. Enlist any four different types of viruses?

Ans: Different types of viruses are Boot sector virus, Chernobal virus, Logic bomb, Trojan Horse and Redlof.

34. What is intellectual property?

Ans: Intellectual property is created work such as software, design and artistic work etc. The owner of an intellectual property has the right to sell it in the market.

35. Differentiate between virus and antivirus?

Ans: **Computer virus** is a program that may disturb the normal working of computer without the knowledge or permission of the user. A file containing virus is called infected file. The virus is activated when the infected file is executed on the other hand **antivirus** is a software that is used to detect and remove viruses. Antivirus programs contain information about different viruses that is used to detect and remove them.

LONG QUESTIONS OF CHAPTER-6 IN ALL PUNJAB BOARDS 2011-2021

1. What is virus? Discuss any three causes of virus. (9 Times)2018
2. Explain four different causes of computer virus. (4 Times)
3. Define Data Security Threats. Explain any four solutions to these threats. (6 times)
4. What is a virus? How viruses activated. Write any four causes of computer virus. (6 times 2018)
5. Discuss two security threats to data security. Write any four solutions to these threats.

OBJECTIVES (MCQ'S) OF CHAPTER-7
IN ALL PUNJAB BOARDS 2011-2021

1. **Add new hardware option exists in: (4 Times)**
(a) Main Menu (b) Status bar (c) Task bar (d) Control panel

2. **File can exist in folders but folder cannot exists in:**
(a) Paths (b) files (c) folders (d) documents

3. **GUI stands for: (3 times 2018)**
(a) General User Interrupts (b) Graphs, Utilities, Icons
(c) General User Identify (d) Graphical User Interface

4. **Which of the following is not system software?**
(a) Operating system (b) MS-word (c) Device Driver (d) Utility Program

5. **Types of partitions are: (2 Times)**
(a) 2 (b) 4 (c) 6 (d) 8

6. **Under MS—DOS a user communicates with the operating system by issuing**
(a) Commands (b) Instructions (c) Routines (d) Procedure

7. **Devices automatically detected by windows are called: (2 times)**
(a) Plug & play (b) Installed (c) Serial (d) Automatic

8. **A small image that represents a program, instruction or file etc, is called: 2018**
(a) Menu (b) Icon (c) Command language (d) Online chatting

9. **An operating system is a: (3 times 2018)**
(a) System utility (b) Application software (c) System software (d) Software package

10. **As compared to command line operating system a GUI operating system is: (2 times)**
(a) More efficient (b) Easier to use (c) More reliable (d) All of these

11. **All files that are deletes from computer are stored in: (2 Times)**
(a) My documents (b) Recycle bin (c) Printer port (d) Desktop

12. **Which of the following operating system is based on NT technology?**
(a) Windows 2000 (b) DOS (c) Windows 98 (d) Windows 95

13. **_____ folder contains the administrative tools (2 times) 2018**
(a) My documents (b) Recycle bin (c) Control panel (d) Start button

2016

14. **Pressing and releasing the left mouse button quickly is called: (2 times)**
(a) Clicking (b) Dropping (c) Pointing (d) Dragging

15. **The program that contains instructions to operate a device is called:**
(a) Device operator (b) device system (c) device driver (d) operating system

16. **_____ is entry point in Window:**
(a) My Computer (b) Desktop (c) My Documents (d) Control Panel

17. **The object of windows operating system used to perform system management tasks is:**
(a) Desktop (b) My Computer (c) Control Panel (d) Windows explorer

2017

18. **The extension of an executable file is: (2 times 2018)**
(a) .xls (b) .doc (c) .ext (d).exe

19. **Computer cannot boot if it does not have:**
(a) Compiler (b) Linker (c) Interpreter (d) Operating system

20. **_____key is used to cancel an operation:**
(a) Arrow (b) Caps Lock (c) Num Lock (d) Esc

21. **Software can be removed/installed through**
(a) Control panel (b) Recycle Bin (c) My Documents (d) My Computer

22. The process of touching an object with mouse pointer is called: (2 times)
(a) Pausing (b) dropping (c) dragging (d) pointing

23. A small image that represents a program, instruction or file is called.
(a) Menue (b) Dialog Box (c) Windows (d) ICON

2019

24. Interface used by DOS is called.
(a) Command line interface (b) Graphical user interface
(c) Menu-driven interface (d) Design interface

25. The electronic circuits of computer system are called.
(a) Software (b) Hardware (c) Firmware (d) Shareware

26. Windows operating system was developed by:
(a) Sun system (b) Microsoft (c) Hewlett (d) JAVA

ANSWRES

1	2	3	4	5	6	7	8	9	10	11	12	13	14
D	B	D	B	A	A	A	B	C	D	B	A	C	A
15	16	17	18	19	20	21	22	23	24	25	26		
C	B	C	D	D	D	A	D	D	A	B	B		

SHORT QUESTIONS OF CHAPTER-7 IN ALL PUNJAB BOARDS 2011-2021

1. What do you mean by Plug and Play? Define the term plug and play? (7 Times)
Ans. Plug and play refers to a set of specifications that allow a computer to automatically detect and configure a device and install the appropriate device drivers.

2. How is multi-tasking an important features of Windows Operating System? (2 times)
Ans. An operating system that can load and run more than one programs at one time is called multitasking operating system. A single user can run multiple programs at same time. The user may download files from internet and listen to the music at the same time.

3. Write the name of four Popular Operating Systems. (2 times)
Ans. Some popular operating systems are follows:
Windows, Linux, Unix, DOS, Sun Solaris

4. What is purpose of Operating System? (5 Times)
Ans. It manages hardware and software resources like processor, memory and disk space etc. It provides a consistent way for application to interact with hardware without knowing all the details of the hardware.

5. What is the use of Control Panel? (6 Times) 2018
Ans. The Control Panel is a part of the Microsoft Windows graphical user interface which allows users to view and manipulate basic system settings and controls via applets, such as adding hardware, adding and removing software, controlling user accounts, and changing accessibility options. Additional applets can be provided by third party software.

6. Differentiate between Multitasking and Multiprocessing. (3 Times) 2018
Ans. An operating system that can execute more than one program at the same time is called multitasking operating system. It supports the use of single processor. An operating system that supports two or more processing running programs at the same time is called multiprocessor operating system. It supports multiple processors.

7. **Explain GUI operating system.** **(6 Times) 2018**

Ans. Graphical user interface operating system consists of a visual environment. It is used by the user to communicate with the computer. It uses windows, icons, menus and other graphical objects to issue commands.

8. **Define window.**

Ans. A window is the most important feature of windows operating system. It is the basic building block of all graphical objects. Windows views most of the graphical objects as a window such as button, menu and toolbar etc. Each application starts in its own window.

9. **What is purpose of Recycle bin?** **(7 Times) 2018**

Ans. "If you want to delete items in Windows, drag them to the Recycle Bin." The Recycle Bin in used by Windows computers to store deleted items. It temporarily stores files and folders before they are permanently deleted. You can open the Recycle Bin by double-clicking the icon on the Windows desktop.

10. **What is my document folder?** **(2 Times)**

Ans. My Documents is a folder created by windows on installation time. It is the default folder for storing different kinds of documents. If you create a document in Microsoft word or MS Excel and don't specify the location where it should be saved, then by default windows will save it in my documents folder.

11. **Define operating system.** **(2 Times) 2017**

Ans. Operating system is system software that provides an interface for the user to interact with the computer. Without a computer operating system a computer would be useless. The purpose of an operating system is to organize and control hardware and software so that the devices it manages behave in a flexible but predictable way.

12. **List any two benefits of computer.**

Ans: Accuracy: Computers can solve numerical problems with accuracy.
Speed: A computer is more than a calculating device. It is very fast and allows us to do our task very quickly.

13. **Define multitasking.** **(8 Times) 2018**

Ans. An operating system that can execute more than one program at the same time is called multitasking operating system. It supports the use of single processor. An operating system that supports two or more processing running programs at the same time is called multiprocessor operating system. It supports multiple processors.

14. **What is primary partition?** **(4 Times) 2018**

Ans. A partition referenced in the master boot record (MBR) partition table. Only four primary partitions can exist on a hard disk. One of these may be an extended partition.

15. **Define desktop.** **(3 Times)**

Ans. The on-screen work area on which windows, icons, menus, and dialog boxes appear is called desktop. The desktop is actually the entering point in windows. The first object that you see on starting windows is the desktop (screen).

16. **Give some examples of GUI operating system.**

Ans. Examples of GUI operating system are windows, Linux and Solaris.

17. **Define command line operating system.**

Ans. Command line operating system provides a command prompt to the user for typing different commands to interact with the computer. The user needs to memorize commands to perform different tasks. Examples of command line operating system are DOS (Disk operating system), UNIX etc.

18. **Define Multiuser operating system.**

Ans. Windows 2000 is a multi-user operating system. A multi-user operating system allows for multiple users to use the same computer at the same time and or different times.

19. What do you know about memory management function of operating system?

Ans: Memory management is the functionality of an operating system which handle or manages primary memory and moves processes back and forth betwee main memory and disk during execution. Memory management keeps track o each and every memory location, regardless of either it is allocated to som process or it is free.

20. List out four objects of windows operating system. (2 Times) 2017

Ans. Desktop, My Computer , My Documents , Start button

21. List at least two events of Mouse. (2 times 2018)

Left click, Right click , Drag

22. What do you mean by graphical user interface? Explain with at least one example.

Ans: A type of user interface in which a user communicates with operating system by using a visual environment is called graphical user interface. It consists of windows, menus, icons and pointers. User can select commands from menus and icons by using a pointing device mouse.

23. State the purpose of My Computer object in MS-Windows.

Ans: My Computer icon is a graphical representation of everything on computer. It is used to view different resources of computer. The resources include drives, files, and folders etc. it also contains control panel option that provides different tools to configure the computer.

24. Write two options of Control Panel. (2 Times) 2017

Ans: 1. Installing/ uninstalling new hardware.
2. Administrative tools. 3. Device Manager.

25. Name four operating systems.

Ans: 1. MS windows 2. Mac OS 3. Linux 4. Solaris

26. Define user interface.

Ans: A user interface is used to interact with the computer. It controls how the user enters data and instructions and how information appears on screen. It is a kind of middleware between user and hardware.

2018

27. Write two uses of start button in window 2000?

Ans: Start button is used to access most of the programs installed on the computer. It is used to open or search documents, change settings, manage files, get help and maintain system

28. Define window explorer? (2 times)

Ans: Windows explorer acts as a file manager in windows operating system. It is used to manage files and folders on computer. It is an efficient way to locate and manage file on computer. It can be used to cut, copy, paste, rename or delete a file or folder.

29. Write any two differences between single user and multi user operating system?

Ans: An operating system in which only one user can work at a time is called single user operating system. A multi user operating system allows multiple users to use the same computer at the same time.

30. Name two events of keyboard?

Ans: Keyboard events are the actions that can be performed by using a keyboard. Different programs perform different actions with these events. The most common events triggered with a keyboard are key down and key up.

31. Discuss briefly internet explorer?

Ans: Internet explorer is a web browser. It is part of Microsoft windows operating system . It is used to access information available on the internet.

32. **Why primary partition is important?**

Ans: Primary partition is type of partition that can be used as system partition. It is important because it contains the hardware specific files required to load windows. A primary partition can be created to occupy the entire hard disk or portion of it. The primary partition should be formatted as a single logical drive only. It cannot be subdivided into multiple logical drives.

33. **Write any two features of windows 2000 operating system?**

Ans: Features of windows 2000 include multitasking, multi-user, multiprocessing, plug and play, networking, GUI and backup and recovery.

Multitasking: Multitasking is the capability of loading multiple programs in memory and executing them at the same time.

Networking: Windows 2000 provide networking features. It provides the facility to establish, maintain and troubleshoot a network.

34. **Differentiate between primary partition and extended partition?**

Ans: **Primary partition** is type of partition that can be used as system partition. It contains the hardware specific files required to load windows. A primary partition can be created to occupy the entire hard disk or portion of it.

Extended partition is type of partition that can be further divided into sub-partitions. The sub partitions are known as logical partition. It is done to use multiple operating systems. A hard disk can have only one extended partition.

35. **Write two events of keyboard.**

Ans: Keyboard events are the actions that can be performed by using the keyboard. Different program perform different action with these events. The most common events triggered with a keyboard are key down and key up.

36. **Give one difference between graphical user interface and command line interface.**

Ans: GUI operating system provides a visual environment. It consists of windows, menus, icons and pointer. Command line operating system is used by typing commands with keyboard. it has no graphics, no icons.

37. **Write some uses of start button.**

Ans: Start button is used to access most of the program installed on the computer. It is used to search or open the documents, change settings, manage files, get help and maintain the window.

38. **What is the use of window explorer?**

Ans: window explorer acts as file manager in window operating system. It is used to manage files and folder in computer in an easy way.

39. **What is meant by event?**

Ans: Microsoft window captures different files and folder performed by mouse and the keyboard. These actions are known as events. Some important events of mouse and keyboard are click, click right and drag.

LONG QUESTIONS OF CHAPTER-7
IN ALL PUNJAB BOARDS 2011-2021

1. What is operating system? Write six function of operating system. (2 times)
2. Define Graphical User Interface and Command Line Interface Operating Systems. Give any four comparisons between them.
3. What is operating system? Write six functions of operating system in detail.
4. Define different types of operating system on the basis of user interface. Also write four comparisons between them.

OBJECTIVES (MCQ'S) OF CHAPTER-8
IN ALL PUNJAB BOARDS 2011-2021

1. Header and footer option can be used for which menu?
(a) tools (b) insert (c) edit (d) view

2. Short cut key for cut is:
(a) Ctrl + C (b) Ctrl + X (c) Ctrl + T (d) Ctrl + U

3. A word processor cannot be used for:
(a) Write Text (b) Edit Text (c) Print Text (d) Watching movies

4. A word processor can be used to:
(a) Write text (b) Edit test (c) print text (d) All

2016

5. The insertion point in a document is called:
(a) Mouse (b) end marks (c) Cursor (d) Eraser

6. We press Enter key to create a _____ in MS-Word:
(a) line (b) sentence (c) paragraph (d) document

7. Which is a word processor?
(a)MS-Word (b) Photoshop (c) MS-Excel (d) MS-PowerPoint

8. _____ is an example of font weight:
(a)12pt (b) Helvetica (c) Italic (d) Bold

9. Which of the following keyboard shortcuts is used to change the case: (2 times)
(a)CTRL +F3 (b) Shift+F3 (c) Alt+F3 (d) CTRL+Shift+F3

10. The distance between each line of paragraph and margins is called:
(a) Indents (b) paragraph spacing (c) Line spacing (d) alignment

2017

11. Which key removes the character to the left of cursor?
(a) Esc (b) Alt (c) Backspace (d) Delete

12. Which shortcut key for making the character bold?
(a) Alt+B (b) CTRL+B (c) Shift+B (d) Alt+B

13. List of documents waiting to be printed on printer is called:
(a) Print list (b) Print Stack (c) Print Queue (d) Print line

14. When creating MS-Words Document the default name of Document is: (2 times)
(a) File 1 (b) Word 1 (c) Document 1 (d) .Doc

15. Any change to the document can be reversed using option:
(a) Redo (b) Do (c) Undo (d) Again do

16. The extension of MS-Word file is: (2 times)
(a) .txt (b) .xls (c) .doc (d) .rtx

17. In MS-Word Scroll bar are of:
(a) 1-type (b)2-types (c) 3-types (d) 4-types

18. The bar that contains the name of program and document is:
(a) Menu bar (b)Title bar (c) Status bar (d) Tool bar

19. Clipboard in MS-Word stores:
(a) Entered text (b)Copied text (c) Deleted text (d) Repeated text

2018

20. Moving up and down in world processing document is called: (2 times)
(a) Scrolling (b) word wrap (c) line movement (d) pull down

21. Common font size in business document is:
(a) 10 point (b) 12 point (c) 14 point (d) 16 point

2019

22. **Which of the following can be used to check the spelling in MS Word?**
(a) Ctrl+F3 (b) F7 (c) Alt + F3 (d) Ctrl+Shift+F3

23. **In MS-Word, the data that is being copied or moved is:**
(a) Temporarily stored in Recycle bin (b) Permanently stored in Recycle bin
(c) Temporarily stored in Clipboard (d) Permanently stored in Clipboard

24. **The default orientation for printing is:**
(a) Portrait (b) Landscape (c) Vertical (d) Horizontal

25. **Short cut key for paste is:**
(a) Ctrl+C (b) Ctrl+V (c) Ctrl+A (d) Ctrl+P

26. **Shortcut key to save a file in MS-Word is:**
(a) Ctrl+S (b) Alt+S (c) Ctrl+F (d) Alt+F

27. **Page Setup option is available in which menu:**
(a) Format (b) Insert (c) Edit (d) File

ANSWERS

1	2	3	4	5	6	7	8	9	10	11	12	13	14
D	B	D	D	C	C	A	A	B	C	C	B	C	C
15	**16**	**17**	**18**	**19**	**20**	**21**	**22**	**23**	**24**	**25**	**26**	**27**	
C	C	B	B	B	A	B	B	C	A	B	A	D	

SHORT QUESTIONS OF CHAPTER-8
IN ALL PUNJAB BOARDS 2011-2021

1. **List some uses of Word Processor.** **(3 Times)**

Ans. (i) Preparing Letters & Applications.
(ii) Preparing Resumes.
(iii) Preparing Notices.

2. **What is page formatting?** **(3 Times)**

Ans. Page formatting refers to the size of the page, its orientation, and headers and footers. There are many other features that can be applied to page formatting. For formatting a page in MS Word, Select File/Page setup and choose the paper size tab.

3. **Define the term Font.** **(6 Times)2018**

Ans. Appearance of text in document is called font or typeface. You can change font of all or selected text to improve readability. Fonts are used to create text of different styles and sizes.

4. **Define Header and Footer in MS-Word?** **(4 Times) 2018**

Ans. The header is a section of the document that appears in the top margin, while the footer is a section of the document that appears in the bottom margin. Headers and footers generally contain additional information such as page numbers, dates, an author's name, and footnotes, which can help keep longer documents organized and make them easier to read. Text entered in the header or footer will appear on each page of the document.

5. **What short cut keys for Cut and copy?** **(6 Times) 2017**

Ans. Cut => Ctrl +x
Copy => Ctrl+ c

6. **Define Insertion point.** **(4 Times) 2017**

Ans. A blinking vertical line that shows current location in the document or in a dialog box text box.

What is mail Merge? (2 times) 2017
It is used to merge text from one file into another file. This is particularly useful for generating many files that have the same format but different data. Generating mailing labels is an example of using merges.

Describe Microsoft word.
Word processor is an application (software) that provides extensive tools for creating all kinds of text-based documents. Word processor can manipulate not only the text but also it enables you to add images, sounds, charts and graphics in your documents.

What is status Bar? (2 Times)
It is a bar at the bottom of window. It shows information and messages at the bottom of the window that provides statistics about the position of the insertion point, the test you see on the screen, and the status of some important keys.

Define Margins.
In word processing, the strips of white space around the edge of the paper. Most word processors allow you to specify the widths of margins. The wider the left and right margins, the narrower the page. The wider the top and bottom margins, the shorter the page.
If your word processor performs word wrap, it will automatically adjust the length of the lines when you change the widths of the margins.

What is text editor? (2 Times)
Word processors vary considerably, but all word processors support some basic features. Word processors that support only these basic features (and maybe a few others) are called text editors. Word pad and Note Pad are examples of text editor.

What is Drop cap option in MS-Word?
The dropped cap, a large dropped initial capital letter, can be used to begin a document or a chapter, or to add interest to a newsletter or invitation

What is word wrap?
Word wrap continues text on next line if it does not fit at the end of the current line.

Differentiate between header and footer. (2 times)
Header is used to display text or image on the top of each page. Footer is used to display text or image on the bottom of each page.

State the use of page setup dialog. (3 Times) 2018
The page setup dialog box is used to change the margin settings and layout of a document. It is also used to set paper size and the paper source for the printer.

Define paragraph indentation.
Indentation is the amount of space from the page margin applied at start of paragraph.

Define print queue. (2 Times) 2017
Print queue is a collection of all documents that are waiting printing tasks. Windows maintains a print queue for all print jobs. Print queue can be used to restart and cancel and printing task.

How can you start MS-Word?
Click the Microsoft Office Button, and click open.

State the title bar and toolbar in MS-Word.
Title Bar: It displays the name of the active application and document along the top of a window.
Toolbar: It is a part of a window that contains buttons which execute commands when user click on them.
such as opening, copying and printing files

Write the purpose of documents management system.
DMS include word processing, desktop publishing, reprographic, image processing and archival storage applications. A document management system is used to automatically organize, secure and classify documents making them easy to access and edit.

Define word processor. (5 Times) 2017
Word processor is an application (software) that provides extensive tools for creating all kinds of text-based documents. Word processor can manipulate not only the text but also it enables you to add images, sounds, charts and graphics in your documents.

22. **State the use of clipboard in MS word.** **(2 times)**
Ans: Clipboard is used to temporarily store the information that has been cut or copied. The option of cut and copy are available in Edit menu or Standard Toolbar. it can store 24 items.

23. **How does insert mode differ from over type mode?**
Ans: Insert mode is used to insert text in existing document. When the user types a character, the existing character moves to the right side. In overtype mode, the new character replaces the existing character.

24. **What is Character Formatting?** **(3 Times) 2017**
Ans: The formatting that is applied to an individual character is known as character formatting. Important character formatting are type face, font size, color, font style and character spacing.

25. **What is word art option in MS-Word? How can you insert it? (2 times)**
Ans: It is a feature of MS Word programs. It is used to create stylish texts in a variety of shapes. It provides the facility of stretching, coloring and shading texts. It converts text into graphics. Word art image is similar to other images in the document.

26. **Describe two typing modes in MS-Word.** **(4 Times)**
Ans: **Insert mode:** it is used to insert text in existing document. When the user types a character, the existing character moves to the right side.
In overtype mode, the new character replaces the existing character.

27. **List any two differences in cut and copy option.** **(3 Times)**
Ans:

Cut	copy
Cut command is used to move text from one place to another. The selected text is removed from its position and copied to clip board.	Copy command copies the text from one place to another. The selected text is not removed from its position.

28. **Differentiate between line spacing and paragraph spacing.** **(4 Times) 2018**
Ans:

Line spacing	Paragraph spacing
The white spaces between two adjacent lines are called line spacing. It can be changed to increase the readability of text in a document.	The white spaces before and after the paragraph is paragraph spacing. It is used to make an attractive document.

29. **How is the text made bold in MS Word?**
Ans: We can bold the text in two ways. i.e. by using short key ctrl + B to the selected text. Or by using bold option from font standard toolbar.

30. **Write two features of full-featured word processors.** **(3 times) 2018**
Ans: File management, spell checker, mail merge etc.

31. **What do you mean by Paragraph Spacing?**
Ans: The white spaces before and after the paragraph is known as paragraph spacing. They are used to make the document attractive .It also increases the readability of document. We can easily apply separate formatting on every paragraph.

32. **What do you know about indentation?**
Ans: Indentation is the amount of space from the page margin applied at the start of the page. It can be from left, right ,top and bottom.

33. **Distinguish between undo and Redo commands.** **(2 times)**
Ans: Undo command is used to remove the effect of the last action or number of actions. If there is any error in typing or some text is deleted by chance, we can use undo command. Redo command is used to remove the effect of undo commands.

2017

34. **What is paragraph formatting?** **(2 times)**
Ans: formatting that is applied to the complete paragraph is called paragraph formatting. Important paragraph formatting include text alignment, indentation, line spacing and bullets and numberings.

35. **Describe the term alignment?** **(2 times)**
Ans: Alignment is the position of text with respect to the documents left and right margins. Text can be aligned left, center, right, or justified.

36. State the purpose of mail merge.

Ans: Mail merge is used to merge text from one file to another file. It is very useful to generate many files that have same format but different data.

37. Differentiate between margins and indent of paragraph.

Ans:

Margins	Indent
In word processing, the strips of white space around the edge of the paper. Most word processors allow you to specify the widths of margins. The wider the left and right margins, the narrower the page. The wider the top and bottom margins, the shorter the page.	Indentation is the amount of space from the page margin applied at the start of the page. It can be from left, right ,top and bottom

38. Why auto shape toolbar is used?

Ans: Ms-word also provides the facility of basics shapes like rectangle and circle to insert in the documents. These shapes are known as auto shapes.

2018

39. How macro in Ms Word is helpful for us?

Ans: A macro is a character or word that represents a series of keystrokes. The keystrokes may represent text or commands. The macros are defined to save a lot of time for repeating the same task.

40. What is WHYSIWYG? **(2 times)**

Ans: The letters WYSIWYG stand for What You See Is What You Get.

41. What is meant by page orientation? **(2 times)**

Ans: The direction in which document is printed on the paper is called page orientation. The document can be printed on the paper in two ways.

2019

42. What is word processing?

Ans: Word processing is a process of typing, editing, formatting and printing text document. Word processing is used for preparing notes, writing books, writing letters, newspapers, magazines and advertisements etc.

43. Write short note on formatting in MS word?

Ans: The process of defining the appearance of a document is called formatting. It includes different tasks such as changing font and font size of the text, applying border and shadings.

44. List two advantages of word processor over typewriter?

Ans: First advantage is that a document can be changed without retyping the entire document.

Secondly, if there is a typing mistake, it can be corrected easily. **Thirdly**, word processors can move sections of text from one place to another place easily.

45. What is meant by editing in MS word document?

Ans: The process of inserting, changing and deleting text in a document is called editing a document. Similarly, the process of making changes in pictures is called graphics editing.

46. What is chart?

Ans: Chart is the graphical representation of data entered in word processor. Charts are used to display a large amount of data in a simpler manner.

47. Write the procedure to insert text box in word processor?

Ans: Textbox can be inserted in word document by selecting "Insert Textbox from the menu bar or clicking the textbox icon on the drawing toolbar".

48. Write down names of two simple text editors?

Ans: Two simple text editors are Word pad and Notepad

49. Write the procedure to insert the column in word processor?

Ans: Place the cursor in the column after or before which a column is to be inserted. Select table > Insert> Column to the Left or Column to the Right. A new column will be added in the table according to the selected option.

50. What is paragraph formatting? **(2 times)**

Ans: formatting that is applied to the complete paragraph is called paragraph formatting. Important paragraph formatting include text alignment, indentation, line spacing and bullets and numberings.

Ans: Alignment is the position of text with respect to the documents left and right margins. Text can be aligned left, center, right, or justified.

52. State the purpose of mail merge.

Ans: Mail merge is used to merge text from one file to another file. It is very useful to generate many files that have same format but different data.

53. Differentiate between margins and indent of paragraph.

Ans:

Margins	Indent
In word processing, the strips of white space around the edge of the paper. Most word processors allow you to specify the widths of margins. The wider the left and right margins, the narrower the page. The wider the top and bottom margins, the shorter the page.	Indentation is the amount of space from the page margin applied at the start of the page. It can be from left right ,top and bottom.

54. Why auto shape toolbar is used?

Ans: Ms-word also provides the facility of basics shapes like rectangle and circle to insert in the documents. These shapes are known as auto shapes.

OBJECTIVES (MCQ'S) OF CHAPTER-9 IN ALL PUNJAB BOARDS 2011-2021

1. A block of cells is called:
(a) work book (b) function (c) column (d) range

2. Which formula calculates the sum of three cells?
(a)= SUM (B7 :D9) (b) =SUM (A2:A5) (c) =SUM (B8:D8) (d) =SUM (A 1 :C3)

2016

3. The function in MS-Excel is used to get the smallest value is called:
(a) MAX (b) MIN (c) minimum (d) Smallest

4. The function that gets current date is:
(a) date ( ) (b) today ( ) (c) month ( ) (d) year ( )

5. A workbook is a group of:
(a) Tables (b) formulas (c) sheets (d) functions

6. Which key removes the character to the right of the cursor?
(a) Esc (b) Alt (c) Delete (d) backspace

7. _____ is an absolute cell reference:
(a)A1 (b) A1 $ (c) $A1 (d) A1

8. By default, how many Worksheets are present in Excel Workbook? (2 times)
(a)3 (b) 4 (c) 5 (d) 6

9. Calling a cell in MS Excel by just their addresses (like A_1, B_3) is called:
(a)Named ranges (b) labeling (c) Relative referencing (d) absolute referencing

2017

10. The vertical dimension of spread sheet is called:
(a) Field (b) Record (c) Row (d) Column

11. Which of the following is a correct cell address: (2 times)
(a) AA (b) 25 (c) 3 B (d) C 5

12. In MS-Excel, which is the correct cell address:
(a) AA (b) 25 (c) 3B (d) C5

13. The default number format assigned to a cell is:
(a) currency (b) number (c) text (d) general

14. Which of the following function is used to get current date in MS-Excel:
(a) Month ( ) (b) Year ( ) (c) Today ( ) (d) Exact ( )

15. Which of the following is an absolute address?
(a) A1 (b) $A1 (c) A$1 (d) A1

16. In MS-Excel, formula begins with: (2 times)
(a) > (b) < (c) = (d) !=

2018

17. The function that is used to get the maximum value in MS-Excel is called:
(a) MAX( ) (b) HIGHESTO (c) GREATERO (d) MAXIMUM ( )

18. Formula can be applied on: (2 times)
(a) Values (b) Labels (c) unmerged cell (d) title

19. The number of argument in SQRT ( ) function in MS-Excel is / are
(a) One (b) two (c) equal to range (d) equal to column number

20. The actual working area in MS-Excel is (2 times)
(a) Workbook (b) worksheet (c) database (d) lotus - 123

2019

21. Absolute reference are created by adding:
(a) # sign (b) % sign (c) @ sign (d) $ sign

22. A collection of related worksheets form a:
(a) Website (b) Workbook (c) WordArt (d) Spreadsheet

23. The intersection of a row and a column is called:
(a) intersection (b) cell (c) field (d) address

24. A cell at second column and 15th row has a cell address:
(a) 15 A (b) 15 B (c) B 15 (d) A 15

ANSWERS

1	2	3	4	5	6	7	8	9	10	11	12
D	C	B	B	C	C	D	A	C	D	D	D
13	14	15	16	17	18	19	20	21	22	23	24
D	C	D	C	A	A	A	B	D	D	B	C

SHORT QUESTIONS OF CHAPTER-9 IN ALL PUNJAB BOARDS 2011-2021

1. Write the formula for calculating the average of cells B_2 and B_3.
Ans. The formula is = (B2+B3)/2

2. Define functions in EXCEL. (2 times)
Ans. Functions are built-in formulas that are used to perform complicated calculations. Functions are an efficient way of performing mathematical operations.

3. What is meant by Spread Sheet? (3 Times)
Ans. A spreadsheet is an application program. It provides worksheets to enter and process data. In a worksheet, data is arranged into rows and columns just like a table. MS-Excel is an example of spreadsheet program.

4. Explain the Work Sheet. (7 Times) 2017
Ans. Worksheet is where data is entered. It consists of columns and rows to enter data.

5. List two benefits of Spread Sheet? Or Basic use of spread sheet. (5Times) 2017
Ans. i. It can be used by corporations to track profit and losses.
ii. Economists can generate growth graphs of country's economy.

6. Distinguish between Formulas and Functions. (5 Times) 2018
Ans. Formula is a mathematical expression given by user to perform some calculations. Functions are predefined formulas for complicated calculations. Functions are more efficient than formulas. But formulas are more flexible

7. Differentiate between worksheet and work book. (5 Times) 2018
Ans. Worksheet is a place where the user enters all data. It consists of columns and rows. There are 256 columns and 65536 rows in a worksheet. A workbook is a

group of worksheets which are saved as on one file. Each workbook in Excel contains 3 worksheets by default.

8. **Write a function that totals cells A1 through A5.** **(2 Times)**
Ans. = Sum(A1:A5)

9. **Describe absolute referencing.**
Ans. Calling cells by column and row labels along with " $" such as $A1" is called absolute referencing. If a formula containing absolute referencing is copied from one cell to another, excel does not change cell address.

10. **Write down a formula to add five cells in a row in MS-Excel.**
Ans. Functions are built-in formulas that are used to perform complicated calculations. Functions are an efficient way of performing mathematical operations.

11. **What is column?**
Ans. Column is a vertical row of cells.

12. **Define cell range.**
Ans. Cell range can be used to apply formula. For example Al :A10

13. **Define formula in excel.** **(3 times) 2018**
Ans. A formula is an expression which calculates the value of a cell. For example =(Al+A2+A3).

14. **What do you know about chart in MS-Excel?**
Ans. Charts allow you to present data entered into the worksheet in a visual format using a variety of graph types. You can make a chart you must first enter data into a worksheet.

15. **Define cell.** **(2 Times)**
Ans. The intersection of a row and a column is called cell. Cells may contain text, numbers, graphical patterns or formulas. Cells are identified by combination of column letter and row number. The sixth cell in the second column is called cell B6. This is known as the cell's address or cell coordinates

16. **Differentiate between relative and absolute referencing. (3 Times) 2017**
Ans. **Relative referencing:-**Calling cells by just their column and row labels such as "A1" is called relative referencing. If a formula containing relative referencing is copied from one cell to another, excel changes cell addresses relative to the new cell address.
Absolute referencing:-Calling cells by column and row labels along with " $" such as $A1" is called absolute referencing. If a formula containing absolute referencing is copied from one cell to another, excel does not change cell address.

17. **What is cell and cell address?**
Ans. The intersection of row and column is called cell. The data is entered into the cell of worksheet. It represents the location of cell in the worksheet. For example, the cell located at column number three and row number 6, it represent as C6. This is known the cell address.

18. **What is the use of formula in MS-Excel?** **(2 times)**
Ans. Formulas are used to express mathematical relationships between cells. A formula begins with an equal sign followed by one or more values to calculate.

19. **What is meant by cell reference?** Or **what is cell address**
Ans: Cell reference or cell address identifies the location of a cell or group of cells in worksheet. It consists of column letter and row number. For example, the third cell in the third column is known as C3.

20. **What is Active Cell?**
Ans: The currently selected cell in MS Excel is known as active cell. It is necessary to active a cell data in that cell.

21. **Explain relative addresses with example in MS-Excel.** **(2 Times) 2017**
Ans: Relative referencing/addressing
Calling cells by just their column and row labels such as "A1" is called relative referencing. If a formula containing relative referencing is copied from one cell to another, excel changes cell addresses relative to the new cell address. A1 mean 1st row and A column.

22. Write any two differences between active cell and passive cell in MS-Excel. **(6 Times) 2017**

Ans: Active cell is the cell where data is entered or edited in a given time. A cell must be activated before entering data. A cell that is not currently selected is called passive cell. The data cannot be entered or edit in a passive cell.

23. State two features of Spreadsheet Software.

Ans: Grid of rows and columns, formulas, built-in functions etc.

24. Write two basic features of MS-Excel.

Ans: cell address, title bar, menus, row and columns.

2017

25. What is merge and center option in Excel.

Ans: Merge and center option merges and centers the selected data of multiple cells. The merge and center function are combined on this icon.

26. List two functions of MS-Excel. **(2 times)**

Ans: Some functions of MS-Excel are SUM, AVERAGE, MAX, MIN and SQR

27. How formula is used in MS-Excel. **(2 times)**

Ans: A formula is entered in a cell. It begins with equal sign = and may consist of different operators, Value and cell address. Example is: = C1+C2

28. Name two type of chart used in MS-Excel.

Ans: MS-Excel includes Column Chart, Line Chart and Pie Chart.

29. Can you enter data in passive cell?

Ans: The data cannot be entered or edit in a passive cell.

30. Explain # symbol in custom format?

Ans: The symbol # is similar to 0 characters except that insignificant zero is not displayed if the number has fewer digits than specified. Example if custom format is #, ### then 7200 will be displayed as 7,200.

2018

31. List any four built in function of spread sheet.

Ans: A function is a predefined formula. Excel provides different types of functions. It provides short way of performing calculation. Function always begin with = signed and its arguments are given in parenthesis. Some important functions are SUM, MAX, SQRT, TODAY, MIN.

2019

32. Write a formula to calculate the percentage having total and obtained marks in cell A2 and B6 respectively?

Ans: The formula =B6*100/A2 calculate the percentage.

33. What is use of values and labels in worksheets?

Ans: **Label**: A label is a text entry such as "Gross Salary".
Values: The values can be number, date, formula or formula result

34. What is named range or State the advantages of named ranges?

Ans: Named rages are the names that are defined to represent a cell or cell range on a worksheet. These range names can be used in formula instead of cell addresses or ranges. They also make it easier to use, maintain and understand the formula in the worksheet.

35. Write a formula to calculate the average of cells A2 to E2?

Ans: The formula is =SUM (A2:E2)/5 or =AVERAGE (A2:E2)

36. What is the most powerful feature of worksheet and why?

Ans: The most powerful feature of worksheet is to record and compare financial and numerical data. A worksheet allows user to enter and calculate numerical data. It also offers graphical tools, pivot tables and chart to manage data in various formats, to increase productivity.

OBJECTIVES (MCQ'S) OF CHAPTER-10
IN ALL PUNJAB BOARDS 2011-2021

1. **E-mail stands for:**
(a) Electronic mail (b) electronic male (c) electric mail (d) electrons males

2. **A collection of related web pages is called:**
(a)Uploading (b) Web site (c) Downloading (d) Linking

3. **The world wide web was introduced in:**
(a)1960s (b) Mid-1970s (c) 1989 (d) 2000

4. **Copying data from internet to computer is called:**
(a)Downloading (b) Downsizing (c) Uploading (d) Transferring

5. **Transferring information from computer to internet is called:**
(a)Downloading (b) Down seizing (c) Uploading (d) pasting

6. **_____ is used to find information on the world Wide web: (2 Times)**
(a)Web browser (b) Web site (c) Search engine (d) Web server

7. **Software to pursue the internet:**
(a)Gateway (b) EFT (c) Browser (d) Teleconferencing

8. **Software used to access the internet is called:**
(a)Browser (b) Spread sheet (c) HTTP (d) none of these

9. **The computers on the internet that contain websites are called:**
(a) Central computers (b) Site computers (c) Host (d) Web server

2016

10. **Internet differentiates one computer from another by:**
(a) Architecture (b) Manufacturer (c) IP address (d) Brand Name

11. **Which of the following is an E-mail client? (2 times)**
(a)internet explorer (b) windows explorer (c) Mozilla Firefox (d) outlook express

12. **Widows Explorer acts as :**
(a)directory browser (b) word editor (c) graphic design (d) image viewer

13. **Folder 'htt is a part of:**
(a)Microsoft office (b) Microsoft Zip software
(c)Microsoft Active Desktop feature (d) Microsoft Antivirus feature

14. **Software that is used to view and search pages on Internet is:**
(a) Webserver (b) Web browser (c) Website (d) Webpage

15. **All of the following are top level domains EXCEPT:**
(a) .edu (b) .org (c) .gov (d) .bus

16. **Symbol that separates parts in an e-mail address is:**
(a)$ (b) # (c) (d) @

17. **The standard protocol for the Internet is:**
(a)TCP (b) TCP/IP (c) IP (d) FTP

18. **Who is responsible for security of online data:**
(a)user (b) LAN administration
(c) Internet service provider (d) organization obtaining the data

19. **Which one contains permanent IP address:**
(a)Client (b) Server (c) User (d) NIC

2017

20. **Web pages are connected to one another using: (2 times)**
(a) Interlink (b) HTTP (c) Hyperlinks (d) Multimedia

(a) HTML (b) Assembly (c) HTTP (d) C++

32. Web pages are written in which type of language.
(a) HTML (b) FTP (c) SQL (d) Assembly

33. ISP stands for
(a) international service provider (b) internet service provider
(c) internal service provider (d) internet service party

34. _____ contains permanent IP address.
(a) Client (b) Server (c) User (d) Nic

35. A standard IP address is composed of
(a) 4-bits (b) 16-bits (c) 32-bits (d) 64-bits

36. HTML is a
(a) Internet (b) ISP (c) Web browser (d) search engine

37. Who owns the Internet?
(a) US Government (b) Tata Telecom (c) United Nations (d) none of these (2 times)

38. The length of IP address is
(a) 8-bits (b) 16-bits (c) 32 bits (d) 64 bits

2018

39. The process of transferring a file from remote computer to our local computer is
(a) Downloading (b) Uploading (c) Shifting (d) Sending

2019

30. Which of the following protocol is used to access web pages on world wide web.
(a) TCP/IP (b) Gopher (c) HTTP (d) HTML

31. A domain name is the text version of
(a) IP address (b) Hyperlink (c) Hypertext (d) HTML

32. Which of the following is an Internet Protocol?
(a) Ethernet (b) ARC net (c) TCP/IP (d) MAC

33. Which of the following is internet protocol?
(a) TCP/IP (b) IEEE (c) MAC (d) SNA

34. Which portion of the URL is the domain name?
(a) Wikrosoft.com (b) www (c) http (d) ://

35. How many types of addressing Scheme are used on the Internet?
(a) 5 (b) 2 (c) 3 (d) 8

ANSWERS

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
A	B	C	A	C	A	C	A	D	C	D	A	C	B	D
16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
D	B	C	B	C	A	A	B	B	C	B	D	C	A	C
31	32	33	34	35										
A	C	A	A	B										

SHORT QUESTIONS OF CHAPTER-10
IN ALL PUNJAB BOARDS 2011-2021

1. Describe Web Publishing. **(2 times)**

Ans. The process of developing and maintaining web pages is known as web Publishing. Web development does not require programming skills. Many tools are available to develop professional web pages.

2. How can we connect to Internet? **(2 Times)**

Ans. The required things to establish connection to Internet, are computer, Modem, Dialup Software, ISP Connection and Web Browser.

3. Write four problems associated with E-mail. **(2 times)**

Ans. (I) E-mail can be a threat to privacy.
(II) It can be faked.
(III) It cannot communicate emotions properly.
(Iv) It may be delayed due to communication problems.

4. Define the term "Internet". **(4 Times)**

Ans. Internet is a collection of millions of computers, all linked together on a computer network. The network allows all of the computers to communicate with one another. It is a global network of computers. These computers are connected through different telecommunications links.

5. What does URL mean? **(4 Times) 2017**

Ans. URL stands for Uniform Resource Locator. It is the web address of a web document. Every web document has a unique URL.

6. Differentiate between Web Browser and Web Server. **(3 Times) 2017**

Ans. A Web browser displays Web document and enables users to link to other web pages. Web servers respond to the requests of browsers. They find and send requested resources back to the browser.

7. Write short note on ISP. **(5 Times)**

Ans. ISP stands for Internet service Provider. It is a company that provides internet connections. ISP also provides the facilities of Email. A connection from ISP is necessary to connect to internet.

8. What is cyber banking?

Ans. An electronic banking is also known as cyber-banking or online includes various banking activities conducted from home, business or on the road instead of a physical bank location.

9. What is the difference between Electronic mail and voice mail?

Ans. **E-Mail:-** Email is a system for delivering message over the internet. An e-mail sender or recipient can be anywhere in the world. E-mail is the first rarely popular internet application. It allows people to hold discussions over great distances. E-mail can take as little as few seconds to go across a country, or even around the world.

Voicemail :- Voicemail (also known as voice-mail, voice message or voice bank) is a computer based system that allows users and subscribers to exchange personal voice messages to select and deliver voice information; and to process transactions relating to individuals, organizations, products and services, using an ordinary telephone. The term is also used more broadly to denote any system of conveying a stored teleco mmunications voice messages, including using an answering machine.

10. What do you know about uploading and downloading? (4 Times) 2018

Ans. The processing of copying data from your computer to internet is called uploading. The process of copying data from internet to your computer is called downloading.

11. Enlist the names of some search Engines. (2 Times) 2017

Ans: Google, yahoo, Amazon, Bing etc.

12. Define DNS addressing. (3 Times)

Ans. DNS translates URLs into IP addresses. For example, if you type http://www.microsoft.com into the address bar in your web browser, your computer sends a request a DNS server. The DNS server translates the URL into an IP address so that your computer can find the Microsoft web server.

13. Define WWW. (4 Times)

Ans. WWW stands for World Wide Web. It is also simply referred to as web. It is the latest addition to the internet to exchange information. The web is vast network of HTTP servers (Web servers) that store documents called web pages and these are accessible on the internet.

14. Name some advantages of E-mail.

Ans. Speed, Availability, cost effective and accessibility.

15. State the use of Web browser.

Ans. A Web browsers display Web document and enable users to link to other web page. Web serves respond to the requests of browsers. They find and send requested resources back to the browser.

16. Define E-mail address. (6 Times) 2017

Ans. **E-Mail:- Email** is a system for delivering message over the internet. An e-mail ender or recipient can be anywhere in the world. E-mail is the first rarely popular internet application. It allows people to hold discussions over great distances. E-mail can take as little as few seconds to go across a country, or even around the world.

17. What is IP addressing? (6 Times) 2017

Ans. Each machine on the internet is assigned a unique address called an IP address. IP stands for internet protocol. These addresses are 32-bit numbers, normally expressed as four octets in a "dotted decimal number. A typical IP address looks like this 127.80.144.30.

18. Which type of files can be attached to email messages? (3 Times) 2017

Ans. Attachment is a powerful feature of email, which enables you to enclosed additional files with your email. The type of files that can be attached to email messages are word processing documents, spreadsheets, programs, images, even audio, to your email messages when using email programs that support the internet protocol for multimedia attachments.

19. How web pages are created?

Ans. Web pages are created in hypertext using special languages. The most famous hypertext language is called HTML. It stands for Hyper Text markup Language..

20. What is Internet explorer?

Ans. Internet explorer is a software application that provides the interface to access web services. For example fire fox, Internet Explorer.

21. Differentiate between URL and website.

Ans. **URL:** URL stands for Uniform Resource Locator. It is the web address of a web document on world wide web (www). Every web document has a unique URL.

Website: A collection of related web pages is called website. Websites are host on server computers on the internet.

22. Briefly describe web surfing.

Ans: Web surfing or web browsing is a process of searching information on the World Wide Web. For this we always use a web browser to access the search engines.

23. Write two facilities provided by Internet. Or Write two uses of Internet. (2 times)

Ans: 1. Internet is used to contact and exchange information with others at any place of the world.

2. People can access a broad range of data and information from internet.

24. Define Search Engine.

Ans: Search engine is a website that provides the facility to find a required website on a particular topic. A person can search any topic on the internet by using search engines. Search engines contain the record of different websites.

25. What is a website? Describe with example. (3 Times) 2017

Ans: Collection of related Web Pages is called website. Each website has unique address. Different types of the websites contains different types of contents i.e. news information, and education etc. a web site must be stored on a web server e.g. www.facebok.com is a website that contains social pages.

26. List name of some popular web browser.

Ans: Mozilla Firefox, internet explorer, edge, Google chrome, opera, safari etc are popular web browsers.

27. Name two addressing schemes used for identifying computers on internet.

Ans: IP addressing, DNS addressing.

28. Differentiate between Website and web page.

A web page (US spelling webpage or Web page) is a document that is suitable for the World Wide Web and web browsers. Collection of related Web Pages is called website. Each website has unique address. Different types of the websites contain different types of contents.

29. List any two negative impacts of Internet on society. **(2 Times) 2017**

Ans: 1. The people may use Internet without any purpose so wastage of time is major negative impact on society.

2. Internet can be used to commit crimes. Hackers hack credit card numbers etc.

2017

30. What is web hosting? **(2 times)**

Ans: Web hosting is a facility for providing space on Internet for storing web pages. Web hosting is provided by different organizations commercially.

31. What do you know about newsgroup? Or

Why news group are crated on Internet?

Ans: Newsgroup is a discussion group on the Internet. People exchange information on a vast range of topics such as news, business, science and computer. A user sends message to the newsgroup to participate in discussion.

32. What is domain name system?

Ans: It is the method to store domain name and their corresponding IP addresses. When a user enters the domain name like google.com in a browser a DNS server translates the domain name to its associated IP address.

33. Define the term ARPANET.

Ans: During the Cold War, America developed a network named ARPANET. It was developed for Advanced Research Projects Agency (ARPA). It was used to send information to armed forces at long distances.

34. Distinguish between HTTP and HTML.

Ans: Hypertext Transfer Protocol(HTTP) is the standard used for the transfer of requests and response. Hypertext Markup Language (HTML)is a standard used to create Web Pages.

2018

35. Define web browser.

Ans: Software used to searches and view web pages on the Internet is known as web browser. A web browser contacts a web server and sends a request for the required information. The web server search and sends it to the web browser.

Some popular web browsers are:

(i) Internet explorer (ii) Mozilla Firefox
(iii) Google chrome (iv) Safari

36. Who is the owner of Internet?

Ans: No government or organization is the owner of the Internet. Many people, organizations, universities and search agencies participate to run the Internet.

37. Why domain name is used? **(2 times)**

Ans: The domain name system (DNS) is the method to store domain names and their corresponding IP addresses. When the user enters a domain name such as google.com in a browser, a DNS server translates the domain name to its associated IP address.

38. Where are the websites hosted?

Ans: Web hosting is a facility for providing space on Internet for storing web pages. Web hosting is provided by different organization commercially.

39. Distinguish between HTTP and FTP?

Ans: HTTP (Hyper text transfer protocol) is to establish a connection with web server and transmit HTML pages or any other files to web browser. FTP(File transfer protocol) is used to download and upload files on the Internet.

2019

40. Define a website?

Ans: A collection of related web pages is called website. Each website has a unique address. Different types of websites provide different type of contents such as news, information, education etc. A website must be stored on a web server to be accessible all over the world.

41. State the purpose of news server in newsgroup?

Ans: News server is a host computer that exchanges articles with other servers on the Internet. They use Network News Transfer Protocol (NNTP) to communicate.

42. List out four domains with their type of institutions?

Ans: Some of the commonly used domains are as follows:

i. com used for commercial organizations
ii. edu used for educational institutions
iii. gov used for government departments
iv. mil used for military organizations
v. net used for network providers
vi. org used for Non-profit organizations

SAHIWAL BOARD

(Session: 2019)

(Group- / A-2019)

New Scheme

COMPUTER

Class - XI

Marks: 15

Part (Part-I)

(OBJECTIVE)

Time: 20 Minutes

Note:- You have four choices for each objective type question as A, B, C and D. The choice which you think is correct, fill that circle in front of that question number. Use marker or pen to fill the circles. Cutting or filling two or more circles will result in zero mark in that question.

1. Which of the following is not a type of bus?

(a) Control Bus (b) Address Bus (c) Data Bus (d) Information Bus

2. The Idea of stored program computer was given by:

(a) Charles (b) Leibnize (c) John Von Neuman (d) Pascal

3. McAfee is an example of:

(a) Virus (b) Anti-virus (c) Hacker (d) Worm

4. Another name for antivirus is:

(a) vaccine (b) worm (c) Trojan Horse (d) DES

5. GUI stands for:

(a) General User Interrupt (b) Graph Utilities Icon

(c) Graphical User Interface (d) Grayed User Interface

6. Which of the following keyboard shortcuts is used to change the case?

(a) Ctrl + F3 (b) Shift + F3 (c) Alt + F3 (d) F7

7. A cell at second column and 15th row has a cell address:

(a) 15 A (b) 15 B (c) B 15 (d) A 15

8. Which of the following is e-mail client software?

(a) IE (b) Google. Com (c) Outlook express (d) MS Word

9. The data and program are stored permanently on the:

(a) RAM (b) Secondary storage (c) CPU (d) Primary Storage

10. Which of the following is an example of De Facto standard?

(a) ANSI (b) ISO (c) IEEE (d) SNA

11. Which of the following is an example of De Facto standard?

(a) SNA (b) ISO (c) EIA (d) IBM

12. Which of the following codes can represent up to 65,536 symbols?

(a) BC D (b) ASCII (c) EBCDIC (d) Unicode

13. Which of the following is bottom layer of OSI model?

(a) application layer (b) Physical layer (c) Data link layer (d) Network layer

14. Frequency of analog signal is measured in:

(a) Joule (b) Volt (c) Digits (d) Hertz

15. CBT software is used in.

(a) Education (b) Forecasting (c) Manufacturing (d) Farming

SAHIWAL BOARD

COMPUTER
Part (Part-I)
Time: 2:10 Hours

(Session: 2019)
Class - XI
(SUBJECTIVE)

(Group- / A-2019)
New Scheme
Marks: 60

SECTION-I

2. **Write short answers any Six (6) questions of the following:** 12

i. Define Information Technology.
ii. Write the name of any four input devices.
iii. How does touch pad work?
iv. What is Plotter?
v. Define Collaborative Computing.
vi. Differentiate between uploading and downloading.
vii. What do you mean by network topology?
viii. State the purpose of news server in newsgroup.
ix. What is a URL?

3. **Write short answers to any six parts of the following:** 12

i. Define Data Communication.
ii. Name three guided media.
iii. What is Broadband?
iv. What is E-banking?
v. List four benefits of video conferencing.
vi. What is word processing?
vii. Write shortcut keys for cut and copy.
viii. Differentiate between active cell and passive cell.
ix. Define Worksheet.

4. **Write short answers to any six parts from the following:** 12

i. What are CPU Registers?
ii. Why machine language program execute faster?
iii. Differentiate between PROM and EPROM.
iv. Differentiate between Linker and Loader.
v. What is the difference between Compiler and Interpreter?
vi. What is Boot Sector Virus?
vii. What is a Hacker?
viii. Write any two features of Windows 2000 operating system.
ix. Define the term plug and play?

SECTION-II

Attempt any two Questions. **(8x3=24)**

5. Discuss four primary components of computer.
6. What is Network Protocol? Discuss different LAN protocols.
7. When unguided media is used? Describe three types of unguided media.
8. Explain CPU with its main components.
9. Explain different types of computer virus.

D.G.K. BOARD

COMPUTER (Session: 2019) (Group- / A-2019)
Part (Part-I) Class - XI New Scheme
Time: 20 Minutes (OBJECTIVE) Marks: 15

Note:- You have four choices for each objective type question as A, B, C and D. The choice which you think is correct, fill that circle in front of that question number. Use marker or pen to fill the circles. Cutting or filling two or more circles will result in zero mark in that question.

1. The name for screen clarity is:
(a) Pixel (b) Resolution (c) Density (d) Picture quality

2. Dots per inch is used for printer:
(a) Speed (b) Price (c) Image Quality (d) Weight

3. Cabling on a linear bus topology can be extended using which of following:
(a) Terminator (b) Barrel connector (c) Network Adaptor card (d) Medium Attachment

4. The media Access control sub layer resides in the layer.
(a) Physical (b) Data link (c) Network (d) Transport

5. The combination of four binary digits is:
(a) Bit (b) Byte (c) Nibble (d) Word

6. Signals produced by computer to set over telephone line must be converted to:
(a) Modem (b) Analog Signals (c) Digital Signal (d) Microwave

7. CAL stand for:
(a) Computer aided learning (b) Computer Asset learning
(c) Computer added learning (d) Certificate aided learning

8. The program that contains instructions to operate a device is called:
(a) Device Driver (b) Device Operator (c) Device linking (d) Device system

9. Which one is a storage Device?
(a) CPU (b) Clock (c) Floppy Disk (d) Bus

10. Another name for antivirus is:
(a) Vaccine (b) Wonn (c) Trojan Horse (d) DES

11. A secret word or number to be typed through keyboard before any activity can take place are called:
(a) Biometric Data (b) Data Encryption (c) Password (d) Private word

12. As compared to command line operating system, a GUI operating system is:
(a) More difficult (b) Easier to use (c) More reliable (d) More complicated

13. Which of the following can be used to check the spelling in MS Word?
(a) Ctrl+F3 (b) F7 (c) Alt + F3 (d) Ctrl+Shift+F3

14. The actual working area in M.S Excel is:
(a) Work Book (b) Work Sheet (c) Spread Sheet (d) Clip Board

15. Which of the following protocol is used to access web pages on world wide web.
(a) TCP/IP (b) Gopher (c) HTTP (d) HTML

D.G.K. BOARD

COMPUTER
Part (Part-I)
Time: 2:10 Hours

(Session: 2019)
Class - XI
(SUBJECTIVE)

(Group- / A-2019)
New Scheme
Marks: 60

SECTION-I

2. Write short answers any Six (6) questions of the following: **12**

i. Define Computer.
ii. Differentiate between direct and indirect input.
iii. What is OMR device?
iv. What is the use of FAX machine?
v. Define router?
vi. What is e-mail?
vii. What do you mean by www?
viii. What is TCP/IP?
ix. Define a website.

3. Write short answers to any six parts of the following: **12**

i. What is signal?
ii. How is data represented in computer?
iii. Differentiate between serial and parallel transmission.
iv. What is weather forecasting?
v. How computer can be used in marketing?
vi. Distinguish between cut and copy commands in MS Word?
vii. What are headers and footers in Microsoft Word?
viii. Define worksheet.
ix. Differentiate between function and formula.

4. Write short answers to any six parts from the following: **12**

i. Why EEPROM is used?
ii. State the purpose of control bus.
iii. What is interrupt?
iv. Enlist general purpose registers.
v. What is volatile memory?
vi. How pirated soft ware damage you data?
vii. Why user rights of operating system?
viii. Write two uses of operating system.
ix. Why primary portation is important?

SECTION-II

(8x3=24)

Attempt any two Questions.

5. What is an Impact Printer? Explain different types of Impact Printer.
6. Explain different components of Computer Network.
7. Define data Transmission mode, discuss type of data transmission modes with examples and its diagram each.
8. Discuss different types of language translators in detail.
9. Briefly discuss different security threats to data security. What are the solutions to these threats?

SARGODHA BOARD

SARGODHA BOARD

COMPUTER
Part (Part-I)
Time: 2:10 Hours

(Session: 2019)
Class - XI
(SUBJECTIVE)

(Group- / A-2019)
New Scheme
Marks: 60

SECTION-I

2. Write short answers any Six (6) questions of the following: 12

i. What is the purpose of central processing unit?
ii. Give three examples of system software.
iii. Write the names of any four input devices.
iv. How does OCR read characters?
v. Define telecommunication.
vi. Write the names of three LAN Protocols.
vii. What are De Jure standards?
viii. Write any three uses of the internet.
ix. What is ISP?

3. Write short answers to any six parts of the following: 12

i. Define Synchronous transmission?
ii. What is Asynchronous transmission?
iii. Define Bandwidth?
iv. Briefly describe the two benefits of computers in Airline System?
v. Describe online shopping and Banking?
vi. Write down names of two simple text editors?
vii. Write the use of clipboards in MS Word.
viii. Differentiate between active cell and passive cell.
ix. What is name range?

4. Write short answers to any six parts from the following: 12

i. List any two components of C.P.U.
ii. Differentiate between SRAM and DRAM.
iii. How does cache memory work?
iv. What is the use of Serial Port?
v. How a compiler works?
vi. Define Security.
vii. What is computer Virus?
viii. Write a short note on G.U.I.
ix. What is the purpose of Recycle bin?

SECTION-II

(8x3=24)

Attempt any two Questions.

5. What is Software? Describe different categories of Software.
6. Write the working of bus topology, also draw diagram. Discuss advantages and disadvantages of Bus Topology.
7. What is Guided Media? Explain different types of Guided Media.
8. Explain different components of computer architecture.
9. Define Virus, discuss causes of Viruses.

LAHORE BOARD

COMPUTER (Session: 2019) (Group- / A-2019)
Part (Part-I) Class - XI New Scheme
Time: 20 Minutes (OBJECTIVE) Marks: 15

Note:- You have four choices for each objective type question as A, B, C and D. The choice which you think is correct, fill that circle in front of that question number. Use marker or pen to fill the circles. Cutting or filling two or more circles will result in zero mark in that question.

1. Start/Stop bits are required in transmission:
(a) Synchronous (b) Asynchronous (c) Parallel (d) Serial

2. The process of moving up/down in word processing documents is called.
(a) Line movement (b) Word-warp (c) Pull-down (d) Scrolling

3. A person who gains illegal access to a computer system.
(a) Hacker (b) Worm (c) Pirated software (d) Shareware

4. The length of IP-V4 address is.
(a) 8-bites (b) 16-bites (c) 32-bites (d) 256-bits

5. The electronic circuits of computer system are called.
(a) Software (b) Hardware (c) Firmware (d) Shareware

6. The Fly-bye-Wire system is used in:
(a) Medical field (b) Business field (c) Education field (d) Airline

7. The process of touching an object with mouse pointer is called:
(a) Pausing (b) Dropping (c) Pointing (d) Hovering

8. A device that connects multiple networks using similar or different protocols is:
(a) Router (b) NIC (c) Bridge (d) Modem

9. A collection of related worksheets form a:
(a) Website (b) Workbook (c) WordArt (d) Spreadsheet

10. CPU includes all of the following components except:
(a) Register (b) Primary memory (c) ALU (d) Control unit

11. Internal network of an organization that uses internet and web techniques is called:
(a) Intranet (b) Extranet (c) Uploading (d) Downloading

12. Communication between computer and keyboard involves the transmission:
(a) Automatic (b) Multiplex (c) Simplex (d) Half-duplex

13. Which memory is used to speed up the computer processing?
(a) ROM (b) Cache Memory (c) BIOS (d) Hard Disk

14. A mobile SIM and ATM cards are example of:
(a) Video card (b) OMR card (c) Smart card (d) Strip card

15. The right of person to keep his information away from others is called.
(a) Secrecy (b) Right (c) Privacy (d) Private

LAHORE BOARD

(Session: 2019)
Class: XI
(SUBJECTIVE)

(Group / A-20...
New Scheme
Marks: 60

SECTION-I

2. **Write short answers any six (6) questions of the following:** 12
   i. Enlist data gathering techniques.
   ii. How daisy wheel printer works.
   iii. Why user training is important in SDLC?
   iv. Why we use workgroup computing?
   v. In which situation gateway is used?
   vi. How ISDN is different from DSL?
   vii. What is the difference between direct and indirect input?
   viii. List out four domains with their type of institutions.
   ix. Write two limitations of email.
3. **Write short answers to any six parts of the following:** 12
   i. How data is represented in computer?
   ii. Define EBCDIC code.
   iii. What is asynchronous transmission?
   iv. Define E-Commerce.
   v. Define E-Commerce.
   vi. What is WYSIWYG?
   vii. Describe the role of insert mode.
   viii. State the advantages of Named Ranges.
   ix. Define function in MS-Excel.
4. **Write short answers to any six parts from the following:** 12
   i. What is computer architecture?
   ii. What is the role of main memory?
   iii. What is bus interconnection?
   iv. What is interrupt?
   v. What is the role of registers in computer?
   vi. Define security of data.
   vii. What is the use of biometrics for data security?
   viii. What is meant by multi-tasking?
   ix. What is primary partition?

SECTION-II

Attempt any two Questions. (8x3=24)

5. Define pointing devices. List down all pointing devices and discuss any two.
6. Explain client/server, peer-to-peer and Hybrid network modal in detail.
7. Briefly describe different guided media.
8. What is a computer bus? Explain in detail different types of buses used in computer.
9. Write a note on different types of viruses.

FAISALABAD BOARD

(Session: 2019) (Group- / A-2019)

COMPUTER Class - XI New Scheme

Part (Part-I) **(OBJECTIVE)** Marks: 15

Time: 20 Minutes

Note: You have four choices for each objective type question as A, B, C and D. The choice which you think is correct, fill that circle in front of that question number. Use marker or pen to fill the circles. Cutting or filling two or more circles will result in zero mark in that question.

1. **Web pages are connected to one another using:**
(a) Hyperlink (b) Multimedia (c) Interlink (d) HTTP
2. **Formula can only be applied on:**
(a) Labels (b) Values (c) Unmerged cells (d) Charts
3. **The default orientation for printing is:**
(a) Portrait (b) Landscape (c) Vertical (d) Horizontal
4. **Add new hardware option is available in.**
(a) Main menu (b) Control panel (c) Taskbar (d) Status bar
5. **The right to use the software on the computer is called:**
(a) Software piracy (b) Software license
(c) Intellectual property right (d) Software copyright
6. **Which virus executes when starting the computer?**
(a) Boot sector (b) Logic bomb (c) Trojan horse (d) Redlof
7. **Checking a computer program for error is called:**
(a) Bugging (b) Debugging (c) Correcting (d) Running
8. **Which one is the faster memory?**
(a) RAM (b) Cache (c) Register (d) Hard disk
9. **SUPARCO gives information about:**
(a) Robots (b) Airlines (c) Chatting (d) Weather
10. **The transmission rate of modem can be measured in:**
(a) Bits per second (b) Bytes per second (c) Characters per second
(d) Words per second
11. **The television broadcast is an example of:**
(a) Simplex transmission (b) Half-duplex transmission
(c) Full duplex transmission (d) Duplex Transmission
12. **Which program is used to connect to a remote computer on internet?**
(a) www (world wide web) (b) Email (c) FTP (d) Telnet
13. **The media access control sublayer resides in which layer?**
(a) Physical (b) Data link (c) Network (d) Transport
14. **Which is a type of plotter?**
(a) Daisy wheel (b) Dot matrix (c) Drum (d) Line
15. **Arrow keys are also called:**
(a) Toggle keys (b) Function keys
(c) Modifier keys (d) Cursor control keys

RAWALPINDI BOARD

COMPUTER (Session: 2019) (Group- / A-2019)
Part (Part-I) Class - XI New Scheme
Time: 2:10 Hours (SUBJECTIVE) Marks: 60

SECTION-I

2. Write short answers any Six (6) questions of the following: 12

i. Differentiate between Soft copy and Hard copy.
ii. Why does application software need operation system?
iii. Enlist any four phases of SDLS.
iv. What is network protocol?
v. State the purpose of telecommunication.
vi. How is data transmitted in asynchronous transmission?
vii. Differentiate between internet and extranet.
viii. What is broadband?
ix. Define demodulation. Why is it necessary?

3. Write short answers to any six parts of the following: 12

i. What is online Education?
ii. How computer can be useful in weather forecasting?
iii. Define Desktop Publishing.
iv. Write down the purpose of A.L.U.
v. List any two activities performed by control unit.
vi. Why RAM is called Volatile Memory?
vii. What is the purpose of Fetch instruction?
viii. What types of devices are connected using serial port?
ix. Who is Hacker?

4. Write short answers to any six parts from the following: 12

i. What is Plug & Play feature of windows?
ii. Why a computer system needs an operating system?
iii. What is Chart?
iv. Define page orientation in Microsoft Word.
v. Differentiate between undo and Redo commands.
vi. Describe alignment in paragraph.
vii. Enlist four functions used in MS Excel.
viii. Define Web Publishing.
ix. What is e-mail address? Give an example.

SECTION-II

Attempt any two Questions. (8x3=24)

5. Define Non-Impact Printers. Also explain Laser Printer and Thermal Printer in detail.
6. What is Network(Computer Network)? Write in detail types of Network Models (Client server, peer to peer and Hybrid).
7. What is Unguided Media? Explain Microwave and Communication Satellite.
8. Define language translator. Explain its different types.
9. Briefly discuss any four threats or violations to data security. What are the solution to these threats or violations.

MULTAN BOARD

COMPUTER (Session: 2019) (Group- / A-2019)
Part (Part-I) Class - XI New Scheme
Time: 20 Minutes **(OBJECTIVE)** Marks: 15

Note:- You have four choices for each objective type question as A, B, C and D. The choice which you think is correct, fill that circle in front of that question number. Use marker or pen to fill the circles. Cutting or filling two or more circles will result in zero mark in that question.

1. CU stands for:
(a) Control unit (b) Cache unit (c) Calculating unit (d) Com unit

2. ALU has _____ units.
(a) 1 (b) 2 (c) 3 (d) 5

3. The secret word used for data protection:
(a) Biocham (b) Backup (c) Password (d) P.C

4. A computer virus is a:
(a) Disease (b) Software (c) hardware (d) Bacteria

5. CBT stands for:
(a) Computer based trade (b) Computer basic training
(c) Certificate based trade (d) Computer based training

6. Windows operating system was developed by:
(a) Sun system (b) Microsoft (c) Hewlett (d) JAVA

7. Shortcut key to save a file in MS-Word is:
(a) Ctrl+S (b) Alt+S (c) Ctrl+F (d) Alt+F

8. How many worksheets are in a workbook by default?
(a) 1 (b) 2 (c) 3 (d) 4

9. Which of the following is internet protocol?
(a) TCP/IP (b) IEEE (c) MAC (d) SNA

10. A collection of raw facts and figures is called:
(a) Data (b) Information (c) Processing (d) Computing

11. Hardware is best described as:
(a) Program (b) Physical parts (c) Procedure (d) Hard copy

12. Each computer on a network is called:
(a) Link (b) Code (c) Node (d) Mode

13. Which is communication device?
(a) Router (b) USB (c) CD (d) Ethernet

14. Frequency is measured in:
(a) Sec (b) BPS (c) Volts (d) Hertz

15. BCD is _____ bit code:
(a) 2 (b) 3 (c) 4 (d) 8

MULTAN BOARD

(Session: 2019)

COMPUTER
Part (Part-I)
Time: 2:10 Hours

Class - XI
(SUBJECTIVE)

(Group- / A-2019)
New Scheme
Marks: 60

SECTION-I

2. Write short answers any Six (6) questions of the following: 12

i. List primary components of Computer System.
ii. Describe relationship between Hardware and Software.
iii. Write the use of trackball.
iv. List four basic units of data storage.
v. What is the difference between ISDN and DSL?
vi. Which two topologies are combined to make a tree topology?
vii. What is the use of Network Interface Card?
viii. Define Email attachment.
ix. Write the role of ISP.

3. Write short answers to any six parts of the following: 12

i. Define Encoder.
ii. How data is represented in Memory?
iii. What is Broadband?
iv. Write any two benefits of video conferencing.
v. What is electronic banking?
vi. List two advantages of word processor over typewriter.
vii. What is meant by editing a MS-Word document?
viii. Define Worksheet.
ix. Differentiate between Active cell and Passive cell.

4. Write short answers to any six parts from the following: 12

i. What is Bus Interconnection?
ii. Define General Purpose Register.
iii. Describe the role of Memory Management.
iv. What is Stack Pointer Register?
v. Define System Bus.
vi. Describe Computer Virus.
vii. What is Data Protection?
viii. Differentiate between Primary partition and Extended Partition.
ix. What is the role of Windows Explorer?

SECTION-II

Attempt any two Questions. (8x3=24)

5. Differentiate between impact and non-impact printers.
6. Explain the working of Ring topology with diagram. Also discuss its advantages and disadvantages.
7. Define Signal. Explain the types of signal in data communication.
8. What is bus interconnections? Write the functions of control bus, data bus and address bus.
9. What is backup of data and its purpose? Also discuss different types of backup.

GUJRANWALA BOARD

COMPUTER (Session: 2019) (Group: / A-2019)
Part (Part-I) Class - XI New Scheme
Time: 20 Minutes (OBJECTIVE) Marks: 15

Note:- You have four choices for each objective type question as A, B, C and D. The choice which you think is correct, fill that circle in front of that question number. Use marker or pen to fill the circles. Cutting or filling two or more circles will result in zero mark in that question.

1. Which portion of the URL is the domain name?
(a) Microsoft.com (b) www (c) http (d) //

2. When MS-Word is opened, the name of default document or file is:
(a) document 1 (b) file 1 (c) word 1 (d) MS-Word 1

3. MCAfee is an example of:
(a) hacker (b) worm (c) virus (d) antivirus

4. The order of stack is:
(a) FIFO (b) LIFE (c) GIGO (d) FIGO

5. Which technology is used to read data on cheques?
(a) OMR (b) MICR (c) OCR (d) OBR

6. The transmission in which data can be received and sent simultaneously is called:
(a) simplex (b) duplex (c) half duplex (d) full duplex

7. Which one is the fastest?
(a) RAM (b) Cache (c) hard disk (d) register

8. Which of the following device can read the printed image from the paper?
(a) plotter (b) stylus (c) scanner (d) printer

9. The intersection of a row and a column is called:
(a) intersection (b) cell (c) field (d) address

10. The devices that are automatically detected by windows are called:
(a) automatic devices (b) plug and play devices
(c) serial devices (d) installed devices

11. A program that interferes with the normal working of a computer is called:
(a) bacteria (b) antivirus (c) virus (d) freeware

12. Which of the following memory needs to be refreshed periodically?
(a) DRAM (b) SRAM (c) FRAM (d) ROM

13. Internet surfing is an example of:
(a) simplex transmission (b) duplex transmission
(c) half duplex transmission (d) full duplex transmission

14. A computer network in which all computers have equal status:
(a) peer-to-peer (b) client server (c) dedicated (d) server-to-server

15. The hardware component the permanently holds data and programs is called:
(a) primary storage (b) secondary storage (c) temporary storage d) C.P.U

GUJRANWALA BOARD

COMPUTER (Session: 2019) (Group- / A-2019)
Part (Part-I) Class - XI New Scheme
Time: 2:10 Hours (SUBJECTIVE) Marks: 60

SECTION-I

2. Write short answers any Six (6) questions of the following: **12**

i. What is system testing in S.D.L.C?
ii. What is digital camera?
iii. What is the working of Fax Modem?
iv. How does scanning devices work?
v. Define computer network.
vi. What is server computer?
vii. What is work group computing?
viii. Define a website.
ix. Write the purpose of D.N.S.

3. Write short answers to any six parts of the following: **12**

i. Enlist encoding schemes.
ii. Why fibre optic cable is so fast?
iii. What is serial transmission?
iv. How computers are beneficial for weather forecasting?
v. Write two uses of computers at home.
vi. Describe the typing modes in work processor.
vii. Write the procedure to insert the column in word processor.
viii. Write a formula to calculate the average of cells A_2 to E_2.
ix. What is the most powerful feature of worksheet and why?

4. Write short answers to any six parts from the following: **12**

i. Describe the role of I/O unit.
ii. What program counter register holds?
iii. Differentiate between CX and DX registers.
iv. What is instruction set?
v. Define the role of interpreter.
vi. Differentiate between virus and antivirus.
vii. What is data security?
viii. Define internet explorer.
ix. Discuss the concept of multitasking.

SECTION-II

Attempt any two Questions. **(8x3=24)**

5. Explain computer software and its categories.
6. Define topology, write names of different topologies, also discuss star topology in detail.
7. What is meant by encoding of data? Explain different data encoding schemes.
8. What are ports? Describe different types of ports.
9. What is a virus? Describe different sources of spreading virus.

BAHAWALPUR BOARD

COMPUTER (Session: 2019) (Group- / A-2019)
Part (Part-I) Class - XI New Scheme
Time: 20 Minutes (OBJECTIVE) Marks: 15

Note:- You have four choices for each objective type question as A, B, C and D. The choice which you think is correct, fill that circle in front of that question number. Use marker or pen to fill the circles. Cutting or filling two or more circles will result in zero mark in that question.

1. A collection of raw facts and figure is called:
(a) Data (b) Information (c) Processing (d) Procedure

2. Caps Lock is a:
(a) Toggle Key (b) Window Key (c) Modifier Key
(d) Cursor Control Key

3. The Physical Layout of a network is known is:
(a) Topology (b) Session (c) Link (d) Style

4. A computer network in which all computers have equal status and no one have control over others:
(a) Peer to Peer (b) Client Server (c) Dedicated (d) Client to Client

5. Frequency is measured in:
(a) Seconds (b) BPS (c) Hertz (d) Amps

6. The process of converting a digital signal to an analog signal is called:
(a) Modulation (b) Demodulation (c) Conversion (d) Merging

7. Which of the following is not an example of E-Commerce?
(a) Electronic Banking (b) Electronic shopping (c) Online Chatting
(d) Online Education

8. RAM holds the data/instruction:
(a) Temporarily (b) Permanently (c) Partially (d) Casually

9. Which Register holds the address of next instruction to be fetched for execution?
(a) MAR (b) MBR (c) IR (d) PC

10. A Virus that replicates itself is called:
(a) Bug (b) Worm (c) Vaccine (d) Bomb

11. Which of the following is not cause of Virus:
(a) E-mail (b) Networks (c) Pirated Software (d) Logic Bomb

12. An Operating System is a:
(a) System Utility (b) Application Software
(c) System Software (d) Software Package

13. Page Setup option is available in which menu:
(a) Format (b) Insert (c) Edit (d) File

14. Which of the given is a correct Cell Address?
(a) AA (b) 25 (c) 3 B (d) C 5

15. How many types of Addressing Scheme are used on the Internet?
(a) 3 (b) 2 (c) 5 (d) 8

BAHAWALPUR BOARD

(Session: 2019)
Class - XI
(SUBJECTIVE)

COMPUTER
Part (Part-I)
Time: 2:10 Hours

(Group- / A-2019)
New Scheme
Marks: 60

SECTION-I

2. **Write short answers any Six (6) questions of the following:** 12

i. Define System Software.
ii. Give two examples of Application Software.
iii. State the relationship between Pixel and Resolution of Monitor.
iv. Write down different components of an Information System.
v. Define Telecommunication.
vi. State the use of Repeater.
vii. Distinguish between Frame and Packet.
viii. Define IP Addressing.
ix. Define is ASCII Code?

3. **Write short answers to any six parts of the following:** 12

i. What is ASCII Code?
ii. Differentiate between Sender and Receiver elements of Data Communication System.
iii. How is Data Transmitted in Synchronous Transmission?
iv. What do you know about E-Banking?
v. How can computer helps in marketing?
vi. What is Word Processing?
vii. Write short note on formatting in MS-Word.
viii. Differentiate between Worksheet and Workbook
ix. How Formula is used in MS-Excel?

4. **Write short answers to any six parts from the following:** 12

i. Why ROM is used in computer of Operating system.
ii. List any four functions of Operating system.
iii. How does an instruction differ from operation?
iv. Differentiate between Volatile and Non-Volatile Memory.
v. State the purpose of Control Bus.
vi. How can Virus damage Computer?
vii. Enlist any four different types of Viruses.
viii. Why does Computer need an Operating System?
ix. What is Desktop?

SECTION-II

Attempt any two Questions. **(8x3=24)**

5. Differentiate between Software and Hardware. Describe the different categories of Software.
6. What is Network Standard? Explain its types.
7. Define Data Communication. Explain the components of Data Communication system.
8. Define Language Translator. Discuss its types.
9. Write a detailed note on Redlof, Trojan Horse, Logic Bomb and Boot Sector Viruses.

Answers (Sahiwal Board)

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
D	C	B	A	C	C	C	C	B	D	A	D	B	D	A

Answers (D.G. Khan Board)

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
B	C	B	B	C	B	A	A	C	A	C	B	B	B	C

Answers (Sargodha Board)

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
C	D	A	C	C	B	A	B	A	D	A	B	C	B	A

Answers (Lahore Board)

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
B	D	A	C	B	D	C	A	D	B	A	C	B	C	C

Answers (Faisalabad Board)

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
A	B	A	B	D	A	B	C	D	A	A	D	B	C	D

Answers (Rawalpindi Board)

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
D	B	B	C	B	A	B	B	C	D	D	B	B	C	A

Answers (Multan Board)

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
A	B	C	B	D	B	A	C	A	A	B	C	A	D	C

Answers (Gujranwala Board)

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
A	A	D	B	B	D	D	C	B	B	C	A	C	A	B

Answers (Bahawalpur Board)

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
A	A	A	A	C	A	C	A	D	B	D	C	D	D	B